

United States Department of Agriculture

REPORT OF TRANSFER OR OTHER DISPOSITION OR CONSTRUCTION OF PROPERTY

Report No.

Date

1. Type of Transaction (*Report Each Type Separately*)

2. Authorization Reference

3. Proceeds Received

- Transfer Sale Trade In Donation
 Construction Temporary Loan Record

\$

4. Reporting Agency

5. Receiving Agency (*Or Name of Purchaser or Donee*)

A. Organizational Unit

A. Organizational Unit (*Or Address of Purchaser*)

B. Location

B. Location

C. Signature

C. Signature

D. Title

D. Title

E. Date

6. Property Items

Quantity (<i>Or Property No.</i>)	Item Description (<i>Give Full Details Including Serial Number, If Any, and Condition Code</i>)	Inventory Value

Certification of Property and Fiscal Officers

7. Property Officer: This transaction is completed and the necessary entries have been made to adjust the Property Records. Proceeds, if any, are to be deposited to:

8. Fiscal Officer

- A. The sum indicated below has been received in payment for the property disposed of.
 B. The necessary entries have been made to adjust accounting records.

Amount (\$)

Schedule No.

Signature

Date

Signature

Date