



Date of Disposal				
Disposal Description (circle one)	Ewaste	Trashed	Gov Deals (see below)	Other (describe below)
	other			

Date of Transfer		
Asset is being transferred	From (department name)	
	To (department name)	
Details of Trade		
	include details of \$ transfer if applicable	

Anticipated Sale Price					
Bid Start Amount					
Bid Increments					
Reserve Amount					
Item Condition (circle all that apply)	Operable	Inoperable	For Parts Only	Needs Repair	Unknown
Year/Age of item					
Dimensions and weight of item					
Other information					

BUSINESS OFFICE USE ONLY			
Gov Deals ID#			
Removed from Inventory			
Title:	Y	or	N
Insurance	Y	or	N