

FRANKLIN COUNTY FIXED ASSET TRANSFER FORM

Anytime an asset item is moved to surplus, discarded, or transferred to another agency or location, complete this form and send a copy to Kimberly Kershaw, Public Facilities Management (525-6102) and Frank Marsh, Auditor's Office (525-3380). For questions on surplus items, call Kimberly Kershaw .

Transferring Agency Name	Contact person	
Authorized signature	Phone	Date

Receiving Agency Name	Contact person	
Authorized signature	Phone	Date

[illegible]