



CITY OF EPHRATA

DISPOSAL/TRANSFER INFORMATION

FIXED ASSETS

ASSET DESCRIPTION: _____

ID NO: _____ MAKE/MODEL: _____

REASON FOR DISPOSAL: _____

TRANSFERRED TO: _____

MEANS OF DISPOSAL: Sale Scrapped Auction
 Theft Donation

The property value of the listed asset is estimated to be more than \$5,000 I hereby certify that the property shall be disposed of or sold in the manner stated above.

Department Head

Date

City Administrator

Date