



UNION COUNTY SCHOOL DISTRICT

Building The Future One Child At A Time

UNION COUNTY SCHOOL DISTRICT PERMANENT TRANSFER OF CAPITAL ASSET FORM (Transfer Asset for Greater than One (1) Year)

Date: _____

To: Superintendent

From: _____
Name School Room No.

Re: Permanent Transfer of Capital Asset
Please transfer the following capital assets for which I am currently responsible to
_____ in room number _____.
(Teacher/Employee)

Description	Serial Number	Tag Number

I transfer the above inventory items _____
Teacher/Employee Signature Date

I accept the responsibility for the above inventory items _____
Teacher/Employee Signature Date

Principal's Signature Date

Superintendent's Signature Date

KEN BASIL
Superintendent

WINDY FAULKNER
Assistant Superintendent

BOARD OF TRUSTEES
MICKEY BASIL
MIKE BROWNING
TERRY COOK
WAYNE MAHON
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