

**RICHLAND COUNTY SCHOOL DISTRICT ONE
EQUIPMENT TRANSFER**

FROM _____

(DATE) _____

TO _____

Temporary Transfer

Transfer Authorized By _____
(Print Name) Signature

Permanent Transfer

IDENTIFICATION NUMBER (TAG -)	ROOM/AREA (FROM)	ROOM/AREA (TO)	QUANTITY	DESCRIPTION ITEM NAME, MANUFACTURER, DIMENSION REMARKS	SERIAL NUMBER	DATE ACQUIRED		ACQUISITION COST
						Yr.	Mo.	

MOVEMENT DESIGNATION _____ In-District _____ Storage (Bldg. 435) _____ Disposal

MOVEMENT CONTROL REPRESENTATIVE _____
(Print Name) Signature Date

I hereby accept responsibility for the above listed items _____
(Print Name) Signature Date

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