SURPLUS PROPERTY FORM

Please fill out the attached form and email a copy to Shelly Halacy in Commission shalacy@co.weber.ut.us. Please cc. a copy to Matt Clements mclements@co.weber.ut.us, Jason Horne jhorne@co.weber.ut.us, and Accounting accounting@webercountyutah.gov

Reason for Declaring Surplus: No longer needed
Special Request:

Department Name: Human Resources
Contact Name: Paige Greenhalgh
Phone Number: 801-399-8408
Email address: pgreenhalgh@co.weber.ut.us
Location of Surplus: Human Resources Office

Department Approval: Carol Lee
Commission Approval Date: 7/14/2020

DESCRIPTION ie. make, model, color, size	QTY	WC STICKER #	SERIAL NUMBER	SERVICEABLE OR UNSERVICEABLE
Filing Cabinet	1	15191	N/A	Serviceable
Filing Cabinet	1	N/A	N/A	Serviceable