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 needing chairs
Special Request:

Department Name: Ice Sheet
Contact Name: Crystal Monzella
Phone Number: 801-778-6300
Email address: cmonzella@webercountyutah.gov
Location of Surplus: Ice Sheet, 4390 Harrison Blvd, Ogden Utah

Department Approval: WR 6/24/20
Commission Approval Date: _____

DESCRIPTION ie. make, model, color, size	QTY	WC STICKER #	SERIAL NUMBER	SERVICEABLE OR UNSERVICEABLE
Standard black Lounge/office chairs	14	none	none	serviceable
Conference Style Chairs				