

TEHAMA COUNTY  
**EQUIPMENT INVENTORY REPORT**  
TO AUDITOR

Fund/Dept # 5013 DEPARTMENT NAME Social Services

**GENERAL INFORMATION**

*All parts of this section must be completed*

County Tag #	DESCRIPTION	MFG/SERIAL/VIN #	ACQ. VALUE
30642	Mail Machine - Connect+ 3000	MSF3-0010283	\$16,317.50

**PURCHASE**

DATE PURCHASED <i>(required)</i>	VENDOR/SELLER	DEPT. LOCATION
3/28/2015	Pitney Bowes	310 S. Main St

**DONATION**

DATE DONATED	NAME OF DONOR

**Purchasing Approval  
for Vehicle Transactions**

County Stock #      Initials / Date

**TRANSFER**

DATE IN	FROM (Department)	DATE OUT	TO (Department)

**DELETION**

*Must be approved by Board of Supervisors*

(X)	Disposition	Date
X	Junked <i>(enter date item was discarded)</i>	
	Sent to County Sale <i>(enter date picked up by Maint)</i>	
	Sold to	
	Traded in	
	Stolen <i>(enter date reported to law enforcement)</i>	
	Move to Misc. List per Value Reduction	
	Other:	

**BOARD APPROVAL**

Prepared by:

  
Authorized Department Representative

Date:

12/03/2024

Date:

\_\_\_\_\_  
Authorized Department Representative