

SURPLUS OR TRANSFER OF AN ASSET

To: Supervisor and Town Board

From: Hon. Thomas J. DiSalvo

Date: May 30, 2024



I request permission to surplus the following assets which are no longer of any use to the Webster Justice Courts. Proposed disposition of the asset(s) are listed.

<u>ITEM</u>	<u>DISPOSITION or TRANSFER</u>
1.) HON #7808AQ59T Task Chair Asset # 003044	Recycle/Trash
2.) HON #7808BE83T Task Chair Asset # 003045	Recycle/Trash
3.) All Steel #NRG-1204P71SMP29 Task Chair Asset # 003046	Recycle/Trash
4.) All Steel #NRG-1204P71THR28 Task Chair Asset # 003047	Recycle/Trash

Date of Town Board Approval: _____

Once approved by the Town Board, a New/Surplus/Transfer Form for Vehicles/Equipment or a Deletion/Transfer Sheet must be filled out and sent to the Finance Director.

Section II, Page 4

March 2, 2004

**CC: Paula Freedman
Paul Adams**