

**Appalachia HIDTA
Property Transfer/Disposal Form
AH-02**

(Please Print in Black Ink or Type)

Appalachia HIDTA Barcode _____ Transfer ___ Disposal ___ Effective Date _____
(Check Only One)

Brand Name & Description _____

Serial # _____ Model # _____

Reason for Transfer/Disposal _____

Transfer From/Disposal:

Agency/Task Force _____

Location _____

Agency/Task Force Official Responsible for Property Receipt and Control:

Name _____ Title _____ Phone _____

Signature _____ Date _____

Transfer To:

Agency/Task Force _____

Location _____

Agency/Task Force Official Responsible for Property Receipt and Control:

Name _____ Title _____ Phone _____

Signature _____ Date _____

Appalachia HIDTA Review/Approval of Director:

Signature _____ Date _____

- For transfer of equipment, this form is to be signed by the "From" Agency/Task Force and forwarded with the equipment. The "To" Agency/Task Force is to sign the same form upon receipt of the equipment and forward the form to the Appalachia HIDTA for approval by the Director.
- For disposal of equipment, this form with accompanying documentation is to be forwarded to the Appalachia HIDTA for approval by the Director.
- For multiple equipment transfers, you may attach a highlighted inventory list containing Barcode, Brand Name & Description, and Serial # to this form. Each transferred item on the list must be initialed by the "From" and "To" Agencies. Indicate "See attached list" in the Barcode, Brand Name & Description, and Serial # fields on this form.