

Appalachia HIDTA

**Property Transfer Form**

**AH-02**

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| --- |
| This form is intended to be used to transfer equipment from one HIDTA Initiative/Task Force to another HIDTA Initiative/Task Force.  For transfer of equipment, this form is to be signed by the “From” Initiative/Task Force Official and forwarded with the equipment. The “To” Initiative/Task Force Official is to sign the same form upon receipt of the equipment and forward the form to Appalachia HIDTA for approval by the Director. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| AHIDTA Inventory Number: | | |  | | Effective Date of Transfer: | |  |
| Brand Name & Description: | | |  | | | | |
| Serial #: |  | | | Model #: | |  | |
| Reason for Transfer: | |  | | | | | |

**Transfer FROM**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Initiative/Task Force: | | | | Choose an item. | | | | | | |
| Equipment Location: | | |  | | | | | | | |
| **Initiative/Task Force Official** | | | | | | | | | | |
| Name: |  | | | | Title: |  | | Phone: | |  |
| Signature: | |  | | | | | Date: | |  | |

**Transfer TO**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Initiative/Task Force: | | | | Choose an item. | | | | | | |
| Equipment Location: | | |  | | | | | | | |
| **Initiative/Task Force Official** | | | | | | | | | | |
| Name: |  | | | | Title: |  | | Phone: | |  |
| Signature: | |  | | | | | Date: | |  | |

**Appalachia HIDTA Review/Approval of Director or Deputy Director**

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |