

# PENDING APPROVAL

Transfer No. **T-7-11**

Transfer from: Oklahoma County Assessor to MIS

Requested By: Leonard Sullivan, Oklahoma County Assessor

Verified By: Amber Harris, Oklahoma County Clerk's Office

One(1) Off- White Safe, C/N H101-00003, acquired 8/20/1979 for \$2,315.00

APPROVED this \_\_\_\_\_ Day of \_\_\_\_\_, 2010 *2011*

By the Board of County Commissioners of Oklahoma County

\_\_\_\_\_ Chairman

\_\_\_\_\_ Member

\_\_\_\_\_ Member

ATTEST:

\_\_\_\_\_  
Carolynn Caudill, Oklahoma County Clerk

# PENDING APPROVAL

## REQUISITION SHEET **MUST BE ATTACHED**

(Applies when agenda item requires a specific payment)

### OKLAHOMA COUNTY BOARD OF COUNTY COMMISSIONERS

#### AGENDA ITEM REQUEST SHEET

For the Wednesday, April 13, 2011 Agenda  
(Day of Meeting) (Date and Year of Meeting)

DEPT.: County Clerk BY: Amber Harris EXT. 1526  
(Department Requesting this item) (Contact person for this Item) (Contact's extension)

NAME OF FUND: Oklahoma County Assessor

AGENDA ITEM DESCRIPTION: Discussion and Possible action to approve Transfer of Equipment from the Inventory of the Oklahoma County Assessor to MIS

(ALL NECESSARY DOCUMENTATION MUST BE ATTACHED FOR APPROVAL)

APPROVED BY ENGINEER  
(If Applicable)

APPROVED BY D.A.  
(If Applicable)

APPROVED BY PURCHASING  
(If Applicable)

\_\_\_\_\_  
County Engineer

\_\_\_\_\_  
Assistant District Attorney

\_\_\_\_\_  
Purchasing Agent

NOTE: A COMMISSIONER MUST APPROVE ALL EMERGENCY REQUESTS  
FOR ANY ITEM SUBMITTED AFTER THE DEADLINE  
(THE DEADLINE IS 9:00AM ONE WEEK PRIOR TO THE DATE THAT THE AGENDA IS TO BE POSTED)

DATE OF REQUEST:

BY:

\_\_\_\_\_  
(Person Submitting or Requesting Emergency Request)

DATE OF APPROVAL:

APPROVED BY:

\_\_\_\_\_  
COUNTY COMMISSIONER

Number of ORIGINAL DOCUMENTS you have attached: 1. NOTE: The County Clerk will keep one original and will return the remaining originals to you. If you provide only one original, the Board Secretaries will return one photocopy to you. However, if you have special circumstances that require the County Clerk to (check one):      keep more than one original; or      return all originals to you, please describe them for the County Clerk's consideration: \_\_\_\_\_

Special Instructions: Please return 1 signed copy to me. Thanks