

PROPERTY TRANSFER BETWEEN AGENCIES
CO-64 REV. 07/2024



STATE OF CONNECTICUT
OFFICE OF THE STATE COMPTROLLER

TRANSFERRING AGENCY: _____

DESCRIPTION OF ASSET: _____

ASSET NUMBER: _____

SERIAL NUMBER: _____

ASSET CLASS: _____

MODEL NUMBER: _____

LOCATION CODE: _____

PROFILE ID (CORE-CT AGENCIES ONLY): _____

CHARTFIELD - COMPLETED BY TRANSFERRING AGENCY (CORE-CT AGENCIES ONLY)

HISTORICAL COST	FUND	DEPARTMENT	SID	PROGRAM	ACCOUNT	PROJECT/GRANT	CHARTFIELD 1	CHARTFIELD 2

COMMENTS (FOR NON CORE-CT AGENCIES, LIST YOUR ACCOUNT CODE STRING BELOW):

THE ABOVE DETAILED ASSET TRANSFER IS AUTHORIZED.
THIS ASSET IS TO BE REMOVED FROM THE TRANSFERRING AGENCY'S ASSET MANAGEMENT SYSTEM AS APPROPRIATE.

AUTHORIZED SIGNATURE	TITLE	TELEPHONE NO.	DATE
PROPERTY CONTROL MANAGER SIGNATURE	TITLE	TELEPHONE NO.	DATE

RECEIVING AGENCY: _____

NEW LOCATION CODE: _____

NEW ASSET NUMBER: _____

PROFILE ID (Core-CT AGENCIES ONLY): _____

CHARTFIELD - COMPLETED BY TRANSFERRING AGENCY (CORE-CT AGENCIES ONLY)

HISTORICAL COST	FUND	DEPARTMENT	SID	PROGRAM	ACCOUNT	PROJECT/GRANT	CHARTFIELD 1	CHARTFIELD 2

COMMENTS (FOR NON CORE-CT AGENCIES, LIST YOUR ACCOUNT CODE STRING BELOW):

THE ABOVE DETAILED ASSET TRANSFER IS AUTHORIZED.
THIS ASSET IS TO BE ENTERED INTO THE RECEIVING AGENCY'S ASSET MANAGEMENT SYSTEM AS APPROPRIATE.

AUTHORIZED SIGNATURE	TITLE	TELEPHONE NO.	DATE