

ADJUSTMENTS TO STATE-OWNED ASSETS



SAM REFERENCE #

CO-853(MA) 7/2024
Multiple Asset Form

INSTRUCTIONS:

- 1. CO-853(MA) - Multiple Asset Form** - Use this form if there are multiple items related to the occurrence listed on the CO-853(a) form that require adjustments.
- Enter the Agency and Property information: **SAM Reference # (Provided by OSC – Security and Asset Management), Agency Reference #, Agency Name.**
- Prepare and electronically submit the form to OSC.CO-853@CT.GOV with a Cc: to Auditors of Public Accounts at CO-853@CTAUDITORS.GOV. Retain a copy for your file. Both the transferring and receiving agency should retain a copy for their file. This form must also be provided to the responsible party at the submitting agency (business office, property control manager, etc.)

QUESTIONS: Central Accounts Payable Division, 165 Capitol Avenue, Hartford, CT 06106 OSC.CO-853@CT.GOV

AGENCY AND PROPERTY INFORMATION

AGENCY REFERENCE #

AGENCY NAME

PROPERTY DESCRIPTION

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PROPERTY CONTROL MANAGER
NAME

TITLE

SIGNATURE

EMAIL

DATE