TFC USE ONLY	
Assigned to	
Items & Quantity Not Yet Verified	

BILL OF LADING - CITY OF AUSTIN #991

TEXAS FACILITIES COMMISSION
STATE SURPLUS PROPERTY PROGRAM

I. Form should be accurate and complete before submitting to storefront.surplus@tfc.texas.gov.
II. TFC will schedule a time for your agency to deliver property to the State Surplus Store, 6506 Bolm Rd, Austin, TX 78721.
III. Property is considered immediately available for sale, transfer, or disposal after it is turned over to TFC. Requests to withhold property from sale or transfer will NOT be accepted.

Contact Name		**Date Submitted**	
E-mail		**Phone**	
Property Location		**Requested Delivery Date**	

Asset # *(not required)*	**Quantity**	**Description**

TO BE COMPLETED AT TIME OF DELIVERY OR PICKUP			
By signing below, I certify that all agency records have been removed and that the above information is true and correct to the best of my knowledge. Item(s)/quantity pending verification by TFC:			
Transferring Agency	*Agency Representative*	*Signature*	*Date*
Receiving Agency (Items & Quantity Not Yet Verified)	*Agency Representative*	*Signature*	*Date*