SHIRE OF MORAWA

Minor Asset Disposal - Submission Form

1. BUYER DETAILS

Name: _____

Organisation (if applicable): _____

Postal Address: _____

_____

Telephone: _____

Email: _____

2. Asset Details

Items Description	Classification	Qty	Unit Price ($)	Total Price ($)
Queen Bedframe	Home Furnishing	1	$40.00	
Queen Bedframe	Home Furnishing	1	$40.00	
Queen Bedframe	Home Furnishing	1	$40.00	
Queen Bedframe	Home Furnishing	1	$40.00	
Single Bedframe	Home Furnishing	1	$25.00	
Single Bedframe	Home Furnishing	1	$25.00	
Dining Table	Home Furnishing	1	$50.00	
Dining Chair	Home Furnishing	1	$10.00	
Dining Chair	Home Furnishing	1	$10.00	
Dining Chair	Home Furnishing	1	$10.00	
Dryer	Whitegoods	1	$75.00	
Washing Machine	Whitegoods	1	$100.00	
Washing Machine	Whitegoods	1	$100.00	
Water Kettle	Kitchen items	1	$5.00	
Water Kettle	Kitchen items	1	$5.00	

Items Description	Classification	Qty	Unit Price ($)	Total Price ($)
Water Kettle	Kitchen items	1	$5.00	
Cooking Pots - various size	Kitchen items total of 6 boxes		$60.00	
Plates - various size			$20.00	
Mugs and Glass - various size			$20.00	
Bowls - various size			$15.00	
Total				$

3. Collection

Proposed Collection date: _____

Notes or special requirements: _____

_____

I/we acknowledge that the items are offered for disposal on an“as is, where is” basis, without warranty as to their condition, quality or fitness for purpose. Following collection, the Shire of Morawa accepts no responsibility for maintenance, repair, defects or other costs associated with the items.

I/we agree that the full accepted purchase price must be paid prior to collection of the items.

Buyer Signature: _____Date: _____

OFFICE USE ONLY

Chief Executive Officer Approval : ☐ **Approved** ☐ **Declined**

Signature:_____ **Date:**_____

Finance allocation: ***1132360 Caravan Park - Other Income GEN***

Payment Date:_____

Receipt No.: _____

Payment Method:

☐ **Cheque** ☐ **EFT** ☐ **Cash** ☐ **Other**