



STATE OF ARKANSAS
**Department of Finance
 and Administration**

OFFICE OF STATE PROCUREMENT
Marketing and Redistribution
 6620 Young Road
 Little Rock, Arkansas 72209
 Phone: (501) 565-8645
 Fax: (501) 565-5059
<http://www.arstatesurplus.com>

Document Number: _____
 Office use Only

Excess commodities to be sold "On Location" &/or Vehicle(s) unsafe for highway use or inoperable

Excess commodities in remote locations and/or commodities where cost to transport to M&R would be prohibitive, and when a vehicle is unsafe to drive or is inoperable, the following information needs to be completed and sent to Marketing & Redistribution. Items will be offered on a sealed bid sale when this commodity will be available.

Agency/Division/Section: _____ Date: _____
 Email Address: _____
 Cost Center: _____ Special Purpose Funding: _____
 Exact physical location (Provide directions where applicable): _____

Marketing & Redistribution will establish, coordinate and set sale dates.

List two (2) employees knowledgeable about the item(s) who can be available to coordinate dates, show commodity and answer questions.

Name: _____ Phone: _____
 Name: _____ Phone: _____

Inspection Hours: _____ A.M. to _____ P.M.

Item(s) to be sold: _____

“Attach Additional Sheet if Needed”

ALL VEHICLES MUST HAVE UNSIGNED TITLES ATTACHED TO THIS LISTING AND TITLE MUST BE IN THE NAME OF THE AGENCY TURNING IN SAID VEHICLE.

Required VEHICLE Information

Vehicle Identification Number (VIN): _____
 Year: _____ Make: _____ Model: _____
 Property Number: _____ Mileage: _____ Suggested Minimum Amount: \$ _____
 Overall Condition: _____

Special Terms & Conditions: _____
 (If Desired)

CANNIBLIZATION OF PARTS IS NOT PERMITTED. The requesting agency has the responsibility for safeguarding this item(s), until buyer presents receipt for removal.