

TRANSMITTAL AND RECEIPT FOR ACCOUNTABLE ITEMS

1. DATE

ISSUING OFFICE: Complete applicable items 1 thru 9. Original and one copy to accompany the items to the receiving office.

Retain one copy.

RECEIVING OFFICE: Complete items 10 thru 14 and return original to issuing office in item 3.

2. TO

3. FROM

4. ACCOUNTABLE FORMS AND BADGES ENCLOSED

FORM NUMBER A	TITLE B	QUANTITY C	UNIT OF ISSUE D	SERIAL NUMBERS (Inclusive)	
				From E	Thru F
SF-1103	U.S. Government Bill of Lading				
AD-107	Report of Transfer or Other Disposition or Construction of Property - For Sales				
	Identification Card				
SF-1169	Government Transportation Request				
	Official Passport				
	Badges				

5. CREDIT CARDS - LICENSE PLATES ENCLOSED

TYPE A	NAME OF ISSUING COMPANY B	NUMBER ENCLOSED C	CREDIT CARD OR LICENSE PLATE NUMBERS	
			From D	Thru E
Telephone Toll Credit Card				
Auto Rental Credit Card				
SF 149 Gasoline Credit Card	(Service station use) (Return expired credit cards being replaced)			
License Plates				
FSIS Decals				

6. REMARKS

7. SIGNATURE OF ISSUING OFFICIAL

8. TITLE

9. DATE

ACKNOWLEDGEMENT OF RECEIPT (I acknowledge receipt of the above items except as noted in item 10 below.)

10. EXCEPTIONS

<input type="checkbox"/> 11. CHECK IF EXPIRED CREDIT CARDS ARE ATTACHED	12. SIGNATURE OF ACCOUNTABLE OFFICER	13. TITLE	14. DATE RECEIVED
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