



CANTON PUBLIC SCHOOL DISTRICT
Office of Business and Finance

Tony Foster
Director
Tracy Lewis
Assistant Director

Relocation & Transfer Asset Form

(Please complete all lines)

Transfer Site/Room

Asset: _____

Description of Asset _____

Location Number: _____

Building: _____

Room Number: _____

Receiving Site/Room

Location Number: _____

Building: _____

Room Number: _____

Signature – Employee

Date

Signature – Principal/Director

Date

FIXED ASSETS OFFICE USE ONLY

Posted by: _____

Date: _____

“Perseverance Conquers All”

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