

TRANSMITTAL AND RECEIPT FOR ACCOUNTABLE ITEMS

ISSUING OFFICE: Complete applicable items 1 through 9. Original and one copy to accompany the items to the receiving office. Retain one copy.
RECEIVING OFFICE: Complete items 11 through 15 and return original to issuing office in item 3.

| | |
|--------|----------|
| 2. TO: | 3. FROM: |
|--------|----------|

4. ACCOUNTABLE FORMS ENCLOSED

| A. FORM NO. | B. TITLE | C. QUANTITY | D. UNIT OF ISSUE | E. SERIAL NOS. <i>(Inclusive)</i> | |
|-------------|---|-------------|------------------|-----------------------------------|---------|
| | | | | FROM | THROUGH |
| SF-1103 | U.S. Government Bill of Lading | | | | |
| AD-107 | Report of Transfer or Other Disposition of Construction of Property - For Sales | | | | |
| APHIS-89 | Report of Reimbursable Inspection and Quarantine Service | | | | |
| | Identification Card | | | | |
| | | | | | |

5. CREDIT CARDS - LICENSE PLATES ENCLOSED

| A. TYPE | B. NAME OF ISSUING COMPANY | C. NO. ENCLOSED | D. CREDIT CARD OR LICENSE PLATE NOS. | |
|--|----------------------------|-----------------|--------------------------------------|---------|
| | | | FROM | THROUGH |
| Telephone Toll Credit Card | | | | |
| Auto Rental Credit Card | | | | |
| GSA National Credit Card (Service station use) (Return expired credit cards being replaced) | | | | |
| License Plates | | | | |
| APHIS Decals | | | | |
| | | | | |

6. ACCOUNTABLE ITEMS

| A. DESCRIPTION | B. QUANTITY | C. SERIAL NOS. <i>(Inclusive)</i> | |
|----------------|-------------|-----------------------------------|---------|
| | | FROM | THROUGH |
| | | | |

7. REMARKS

| | | |
|----------------------------------|----------|----------|
| 8. SIGNATURE OF ISSUING OFFICIAL | 9. TITLE | 10. DATE |
|----------------------------------|----------|----------|

ACKNOWLEDGMENT OF RECEIPT

I acknowledge receipt of the above items except as noted in item 11 below.

11. EXCEPTIONS

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|---|--------------------------------------|-----------|-------------------|
| <input type="checkbox"/> 12. "X" IF EXPIRED CREDIT CARDS ARE ATTACHED | 13. SIGNATURE OF ACCOUNTABLE OFFICER | 14. TITLE | 15. DATE RECEIVED |
|---|--------------------------------------|-----------|-------------------|