

**RECONCILIATION OF SALE OF GOVERNMENT-OWNED PERSONAL PROPERTY**

1. REGION	2. SALE NUMBER	3. SALE DATE	4. LOCATION
5. RECEIPTS	a. TOTAL RECEIPTS COLLECTED	\$	6. TOTAL OF SALE (5a + 5c)
	b. NO. OF UNCOLLECTED GSA FORMS 27/27A	NO.	
	c. TOTAL AMOUNTS FROM UNCOLLECTED GSA FORMS 27/27A	\$	
7. SIGNATURE OF COLLECTION OFFICER			8. DATE
9. AMOUNTS SHOWN ON GSA FORMS 27/27A	a. TOTAL AMOUNTS FROM COLLECTED GSA FORMS 27/27A	\$	10. TOTAL OF SALE (9a + 9c)
	b. NO. OF UNCOLLECTED GSA FORMS 27/27A	NO.	
	c. TOTAL AMOUNTS FROM UNCOLLECTED GSA FORMS 27/27A	\$	
11. SIGNATURE OF SALES CONTRACTING OFFICER OR DESIGNEE			12. DATE
13. TOTAL AMOUNT OF SALE FROM RECORDER'S COPY OF SALE			TOTAL OF SALE \$
14. SIGNATURE OF INDEPENDENT PERSON			15. DATE
<b>CERTIFICATION OF RECONCILIATION AND REVIEW BY THE SALES CONTRACTING OFFICER</b>			
16. TOTALS SHOWN IN BLOCKS 6, 10, AND 13 ABOVE		17. ACTION TAKEN	
<input type="checkbox"/> MATCH <input type="checkbox"/> DO NOT MATCH			
18. TOTAL PROCEEDS AS SHOWN ON RECEIPTED GSA FORM 3594 AND RETURNED BY FINANCE DIVISION COVERING THIS SALE			\$
19. TOTALS AKE		20. ACTION TAKEN	
<input type="checkbox"/> CORRECT <input type="checkbox"/> INCORRECT			
21. SIGNATURE OF SALES CONTRACTING OFFICER			22. DATE
<b>CERTIFICATION OF FINAL REVIEW BY SALES MANAGER</b>			
23. ACTION TAKEN			
24. SIGNATURE OF SALES MANAGER			25. DATE
26. REMARKS			