

# Official Order to Release Property

Date:

Order Number:

To:

Department/Agency:

This is to officially order the release of the following property:

Description of Property	Quantity	Serial/ID Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Authorized By:

Name:

Position:

Signature:

Date:

Received By:

Name:

Position:

Signature:

Date: