



INVENTORY OF COUNTY PROPERTY FOR CAPITAL ASSETS

OFFICE OF THE AUDITOR-CONTROLLER

Per Government Code section 24051, complete the upper portion and submit the certification on or before July 10th of each year with the Auditor-Controller's Office, Mail Stop #1050. In addition, if inventory is being transferred from one officer to another at other times in the fiscal year, please complete and submit the bottom portion with a current inventory list.

**SPM FORM
AM – 1**
(POLICY #515)

BUSINESS UNIT	FUND NO.	DEPT ID	AGENCY/DEPARTMENT NAME

Certification

I certify, under penalty of perjury, that the attached county property inventory list is a true and correct inventory of the County of Riverside's property currently in my possession and/or control and for which I am responsible for as of the close of business on June 30, _____ .

Signature

Date

Print Name

Official Title

_____, **California**
Executed At

Acknowledgement of Transfer of Inventory from Outgoing Officer

I acknowledge and certify, under penalty of perjury, each and all articles named in the attached inventory list of fixed assets is a true and correct inventory of the County of Riverside's property now in my possession and being transferred to the individual named below as of _____ .

(Specify date)

Signature

Date

Print Name

Official Title

_____, **California**
Executed At

Acknowledgement of Receipt from Incoming Officer

I acknowledge and certify, under penalty of perjury, the receipt of each and all articles named in the attached inventory list of fixed assets as a true and correct inventory of the County of Riverside's property now in my possession and/or control and for which I am responsible for as of _____ .
(Specify date)

Signature

Date

Print Name

Official Title

_____, **California**
Executed At