**Request to Sell, Trade or Transfer**

**Purpose:** The purpose of this form is to make a request to sell, trade or transfer equipment or facilities purchased with Recycling Grant funds.

**General:** In all cases of equipment purchased with grant funds being sold, traded or transferred, the District Board must approve the proposed transaction. Any revenue from the sale of the equipment must be used for recycling purposes. Supporting documents must be submitted to the District.

|  |  |  |  |
| --- | --- | --- | --- |
| **Original Grantee:** |  | **Grant Number:** |  |

Provide detailed information about the request. If known, provide the destination of equipment or facilities (for example, if selling to another public entity provide the name of the receiving entity). Explain how this sale, trade or transfer will upgrade or improve recycling programs.

I certify that the information provided in and for this Request to Sell, Trade or Transfer equipment or facilities is accurate and warranted. By signing this document, grantee agrees that the sale, trade or transfer of equipment or facilities is solely intended to upgrade recycling facilities or improve recycling programs within the State of Arkansas.

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  | Grantee Signature |  | Date |
|  | Board Chair Signature |  | Date |