

CAPITAL ASSET TRANSFER & SALE RECEIPT

Official Record of Asset Ownership Transfer

Receipt No:

Date:

Transfer Date:

Payment Ref:

TRANSFEROR (SELLER)

Name/Entity:

Address:

Contact No:

Email:

TRANSFEE (BUYER)

Name/Entity:

Address:

Contact No:

Email:

ASSET DESCRIPTION

ASSET ID / SERIAL NO.	DESCRIPTION OF CAPITAL ASSET	QTY	PURCHASE PRICE

Subtotal:

Taxes / Fees:

Total Paid:

ACKNOWLEDGMENT & AUTHORIZATION

The Transferor hereby acknowledges receipt of the total payment specified above and transfers all rights, title, and interest in the described capital asset(s) to the Transferee. The Transferee acknowledges receipt of the asset(s) in acceptable condition.

TRANSFEROR AUTHORIZED SIGNATURE

Date:

TRANSFeree AUTHORIZED SIGNATURE

Date:
