



REPUBLIC OF PALAU NATIONAL GOVERNMENT
MINISTRY OF FINANCE
PROPERTY AND SUPPLY DIVISION
Property Management Section

P.O. Box 6007 · KOROR · REPUBLIC OF PALAU 96940

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NOTIFICATION OF DONATION OF PROPERTY

Prepared By: _____

Date: _____

PRINT & SIGN

LOCATION OF ITEM: _____

DIVISION: _____ BUREAU: _____ MINISTRY: _____

DESCRIPTION: *(Tag No., Serial No., Model No., Engine No., Year, Color)*

VALUE: _____

MANUFACTURER: _____

DATE PLACED IN SERVICE: _____

RECEIVED FROM ORGANIZATION OR AGENCY: _____

Submit this form to the Republic of Palau Property Management (RPPM) Supervisor. The RPPM Supervisor will follow up by coming to your location and attach the appropriate property tag. A Capitalization for *Fixed Assets Record Keeping Work Sheet* will be prepared by RPPM and the copy must be attached with your Supplemental Inventory Record.