

PERSONAL PROPERTY SALES PACKAGE TRANSMITTAL

NUMBER	REGION
DATE SENT	SYMBOL

1. REGISTER OF REMITTANCES RECEIVED NUMBER	2. DEPOSIT TICKET NUMBER(S)
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3. TOTAL OF GSA FORMS 27 AND 27A \$	5. REFUND DUE FROM FINANCE <i>(NOT CREDIT CARDS)</i>	
4. TOTAL OF REGISTER OF REMITTANCES RECEIVED \$	a. SALE AND LOT NUMBER(S)	b. DOLLAR AMOUNT \$
6a. TOTAL OF DEPOSIT TICKET(S) \$	6b. TOTAL OF CREDIT CARD RECEIPTS \$	

7. DISCREPANCIES

a. IF TOTALS IN BLOCKS 3, 4, AND 6a PLUS 6b ARE NOT EQUAL, EXPLAIN BELOW

b. SALES ACTION TAKEN TO RESOLVE

8. SIGNATURE OF COLLECTION OFFICER AND DATE SIGNED	9. SIGNATURE OF REVIEWING OFFICIAL AND DATE SIGNED
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RETURN RECEIPT

1. DATE OF RECEIPT	2. NUMBER
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3. SIGNATURE OF RECEIVING OFFICIAL FOR FINANCE

4. CONDITION OF PACKAGE

PACKAGE COMPLETE AND BALANCED AS SUBMITTED.

NECESSARY ACTION TO COMPLETE PACKAGE *(Explain below)*

5. RETURN TO:	6. DATE RETURNED
	7. SIGNATURE OF RETURNEE