



NOTICE OF SURPLUS REAL PROPERTY

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PROPERTY DESCRIPTION

Fixed Assets System ID:

Community:

Municipal Address:

Legal Description (lot-block-plan):

Current Net Book Value:

PRESENT/PAST USE OF PROPERTY

Occupancy

- Vacant
- Occupied (specify use: _____)

Environmental Hazards

- Hazardous materials are present or have been present
- Underground storage tank(s) are present or have been present
- Indication of leaks or spills from tanks
- Urea Formaldehyde Foam Insulation has been used on the property
- Asbestos is present or has been present

Comments:

REASON PROPERTY SURPLUS

- Replaced by New Construction
- Other (specify): _____

PERSONAL PROPERTY (GOODS)

All personal property (furniture, fixtures, equipment and supplies) remaining on-site is:

- Surplus to the department's requirements; and
 - will be removed from the site for separate disposition
 - will remain on-site and be disposed with the real property (attach Report of Surplus Goods to Notice of Surplus form)
- Not surplus to the department's requirements and will be removed from the site no later than the following date: _____

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DISPOSAL GUIDANCE

Property Title

- The property is not subject to transfer under a land claim or self-government agreement.
- Improvements must be removed from the site by the following date:
- Improvements are offered "as is, where is" with
 - Fee Simple Title
 - Leasehold Interest

Recommended Disposition

Priority Interest	Sale	Donation
1. NWT Public Corporation	<input type="checkbox"/>	<input type="checkbox"/>
2. Community Government	<input type="checkbox"/>	<input type="checkbox"/>
3. Non-Profit Organization (specify:)	<input type="checkbox"/>	<input type="checkbox"/>
4. General Public	<input type="checkbox"/>	<input type="checkbox"/>

Note: If it is recommended that canvassing of priority interests should be waived, in favour of direct transfer of the property to a specific organization or business, Cabinet approval must be obtained to waive the Disposal of Improved Real Property Policy.

Comments:

AUTHORIZATION TO PROCEED WITH DISPOSAL

This is to certify that the subject property is surplus to the requirements of this department and to authorize the Department of Infrastructure to proceed with disposal. It is understood and agreed that all direct disposal costs shall be the responsibility of this department. INF shall notify the department of such costs prior to proceeding with disposal.

Name:	
Position:	
Department:	
Signature:	
Date:	

ATTACHMENTS (list attachments)