

*Form Instructions:* Prepare four copies with original signatures and attach at least four original photographs (one for each side) of the structure and three photocopy sets of the photos. Return to: Bureau of Land Management, 26th Floor, Corning Tower, ESP, Albany, NY 12242

AGENCY NAME:	DATE:	ASSET NO:
FACILITY NAME:	COUNTY:	
STREET ADDRESS:	CITY/TOWN:	
BUILDING DESCRIPTION:		
PRESENT ESTIMATED VALUE:		
FORMER USE:		
REASON FOR REQUESTED BUILDING DISPOSITION:		
INTENDED USE OF PROPERTY IF NOT SPECIFIED ABOVE:		
LOCAL AGENCY CONTACT: NAME: POSITION: TELEPHONE:		

**RECOMMENDED DISPOSITION**

It is recommended that the above building be:  Sold  Demolished  
 If sale is recommended, is there a potential buyer:  Yes  No  
 If demolition is recommended, should it be implemented by:  This Agency  By contract through OGS

**CERTIFICATION**

It is hereby certified that this (department, board, division, or commission) has jurisdiction over the above property and is legally authorized to recommend to the Commissioner of General Services that it be disposed of in accordance with Section 10 of the Public Building Law.

By: \_\_\_\_\_

Title: \_\_\_\_\_

**OFFICE OF GENERAL SERVICES**

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

**DIVISION OF THE BUDGET**

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_