

**U.S. FISH AND WILDLIFE SERVICE**

1875 Century Boulevard, Realty, Atlanta, GA 30345

**CONTACT:** Ken Quintana, Chief, Facilities Branch (404) 679-7300

**REPORT OF SURVEY OF REAL PROPERTY FORM**

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**INSTRUCTIONS to Refuge/Hatchery Managers:** For use when seeking approval to remove/dispose of a real property number listed on your Real Property Inventory (RPI). Complete, sign, and forward the this form to your respective Refuge/Hatchery Supervisor. The Facilities Branch will receive this approved form for processing.

*By completing this form you are certifying that the Refuge owns this property (final title opinion from the Solicitor) and it is not part of a life reservation or other such program. If you have any questions as to ownership, contact the Division of Realty before completing this form.*

<b>Real Property Asset No.</b>	<b>Tract No.</b>	<b>Description</b>	<b>Acquisition Value</b>	<b>*Appraised Value</b>
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Work Order Number \_\_\_\_\_ (for regionally funded replacement or demolition projects only)

The property listed above will be removed from your Station's RPI, upon approval of this form. It is assumed the property will be immediately removed from the Station upon receipt of this form.

If the property will NOT be immediately removed, please mark this box and briefly explain below:

(\*Appraised value means value of the facility for public sale, salvage, or other recommended disposal. In the event of abandonment or destruction, the appraised value would be shown as "0".)

(1) **Requested by:** Refuge Manager, \_\_\_\_\_ Date: \_\_\_\_\_

(Station/Orgcode)(\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_)

(2) **Approved by:** Refuge Supervisor, \_\_\_\_\_ Date: \_\_\_\_\_

(3) **Processed by:** Regional FMC, \_\_\_\_\_ Date: \_\_\_\_\_

**(revised 01/16/2007)**

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**INSTRUCTIONS to Refuge/Hatchery Managers:** Include this page when requesting disposal of a building, house, anchored trailer, etc., currently listed on your station's Real Property Inventory (RPI).

General condition of building, house, anchored trailer, etc.):

Roof:

Foundation:

Heating/Cooling System:

Plumbing:

Interior (floors/carpet, etc.):

Termites?/damage:

Last lived in or occupied:

Other:

- (1) Can the building, house, anchored trailer, etc., be moved off site by a house mover?
- (2) Estimated cost to move it off site?
- (3) Is anyone known to be interested in buying the building, house, anchored trailer, etc.? If yes, has a price been quoted?
- (4) Is there a demand for the building, house, anchored trailer, etc., like this in the area?
- (5) Could you get someone to tear it down if they could salvage the parts from the building, house, anchored trailer, etc., for free (*doors, windows, cabinets, fixtures, boards, etc.*) or maybe get money for it?
- (6) Any other comments?

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**INSTRUCTIONS to Refuge/Hatchery Managers:** In your opinion, circle the recommendation below you feel is appropriate for disposal of the real property that would be to the government's best advantage.

**RECOMMENDATION FOR DISPOSAL**

(of Asset Number \_\_\_\_\_):

(Please circle #1, #2, #3, or #4 below)

**#1**

**SALVAGE:**

It is recommended that the above property be removed or dismantled and the salvable materials retained for further use on the premises.

**#2**

**NEGOTIATED SALE:**

Screening of the property is not considered necessary because its location and nature is such that it would be unsuitable for use by other agencies. It is recommended that the project leader be authorized to carry out a disposal, either by advertisement or by negotiated sale, whichever is the most advantageous to the Government. If disposal by sale is unsuccessful, it is recommended that materials be salvaged for further use on the premises.

**#3**

**ABANDONMENT AND DESTRUCTION WITHOUT NOTICE:**

This property has no commercial value and the cost of its care and handling is so great that its retention in order to post public notice is clearly not economical; neither is donation to public bodies feasible. Therefore, it is recommended that it be abandoned and/or dismantled by Service personnel.

**#4** \_\_\_\_\_

This property has no commercial value and the cost of its care and handling is so great that its retention in order to post public notice is clearly not economical; neither is donation to public bodies feasible. Therefore, it is recommended that it be abandoned and dismantled by the contractor to make way for new construction

(revised 01/16/2007)