

ABAVN TRANSACTION-TO RETIRE LEASED ASSET NO LONGER IN POSSESSION OF AGENCY:

1. COMPLETE "TRANSACTION DATA" TAB AS SHOWN BELOW, AND THEN "SAVE" AT TOP OF PAGE.

Enter Asset Transaction: Asset Retirement by Scrapping

Line items | Change company code | Multiple assets

Company Code: SC01 | State of South Carolina

Asset: 150000018743 | 0 **ASSET NUMBER TO BE RETIRED**

1 Transaction data | Additional Detail | Partial retireme | Note

Document Date	03/10/2022	ALL 3 DATES SHOULD BE DAY DOING TRANSACTION.
Posting Date	03/10/2022	
Asset Value Date	03/10/2022	
Text		To Retire Leased Asset

TRANSACTION COMPLETED.

2. PARTIAL "RETIREMENT" OF LEASED ASSET: TO REDUCE VALUE OF LEASED ASSET, STILL IN POSSESSION OF AGENCY:

Enter Asset Transaction: Asset Retirement by Scrapping

Line items Change company code Multiple assets

Company Code SC01 State of South Carolina

Asset 150000018743 0 ASSET NUMBER TO BE REDUCED IN VALUE BY PARTIAL RETIREMENT.

1 Transaction dat Additional Detail 2 Partial retireme Note

Document Date	03/10/2022	ALL 3 DATES SHOULD BE DAY DOING TRANSACTION.
Posting Date	03/10/2022	
Asset Value Date	03/10/2022	
Text		To Reduce asset value by Partial Retirement

GO TO "PARTIAL RETIRMENT" TAB AND COMPLETE AS INSTRUCTED. CLICK ON "SAVE" AT TOP OF PAGE, WHEN COMPLETED:

Enter Asset Transaction: Asset Retirement by Scrapping

Line items Change company code Multiple assets

Company Code SC01 State of South Carolina

Asset 150000018743 0 Printer

Transaction dat Additional Detail 2 Partial retirement Note

Amount posted	300.00	ENTER AMOUNT TO BE REDUCED.
Percentage rate		
Quantity		

Related to

- Prior-year acquis.
- From curr.-yr aquis.

CLICK ON APPROPRIATE BULLET. ASSET BEING REDUCED PURCHASED IN CURRENT YEAR OR PRIOR YEAR?

TRANSACTION COMPLETED.