

## Sale Bid Sheet

ITEM NAME: \_\_\_\_\_

ITEM NUMBER: \_\_\_\_\_

BID AMOUNT: \_\_\_\_\_  
Please indicate by the piece or total

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_

SIGNATURE OF PERSON BIDDING: \_\_\_\_\_

Note: Signature is confirmation of the bid amount and acceptance of the terms and conditions. .

Winning bidders will be notified by phone at the end of the bidding period. Full payment must be made within five (5) calendar days of winning bid announcement or the item is sold to the next bidder or is put up for sale again.

Payment of item(s) is by cash or money order made payable to CCDJFS.

Sale Bid Sheets may be mailed, dropped off or faxed to:

Columbiana County Department of Job & Family Services  
Attention: Business Office  
7989 Dickey Drive, Suite 2  
Lisbon, Ohio 44432

### FOR BUSINESS USE ONLY

Date Bid Received: \_\_\_\_\_

Time Received: \_\_\_\_\_

Asset Number: \_\_\_\_\_