



**Instructions for Transfer of Property from the
John C. Library District to the Penrose Community Library District**

1. Petition for Transfer of Property must be completed and signed by all property owners of record. All signatures must be notarized. Attach an additional page for notarization if necessary. A copy of the deeds(s) for the property must be attached to the Petition.
2. Each Board of Directors (PCLD and JCFLD) must approve the Petition and complete the resolution for that Library District.
3. The Original Petition (with copy of deed attached), Original Resolutions from both Library Districts should be submitted to the Board of Commissioners for Fremont County for formal approval at a regular meeting of the Board.
4. Following approval, the Assessor will be notified that the transfer may be noted in the records of Fremont County.

RECEIVED

FEB 23 2026

Fremont County Administration Office