

HIDALGO COUNTY, TEXAS
ASSET TRANSFER FORM

RECEIVED
AUG 26 12 2014

DEPARTMENT NAME: _____ LOCATION: 1601
 TRANSFER TO: SURPLUS
 TRANSFER FROM: URBAN COUNTY PROGRAM 250 TRF# 2014-288
 CONTACT INFORMATION:
 NAME (PRINT) DIANA R. SERNA FAX NO.: 956-318-2988
 E-MAIL: nellie.flores@ucp.co.hidalgo.tx.us

ORIGINAL SIGNED DOCUMENT TO BE ACCEPTED ONLY
(NO FAXES OR E-MAILED DOCUMENTS WILL BE ACCEPTED)
 SAFETY DIVISION (FOR SURPLUS OF VEHICLES):
 INITIAL BY STATE DATE: _____

INVENTORY TAG NO.	SERIAL NO./ VIN	CURRENT CONDITION	FIXED ASSET DIVISION USE ONLY			
			ALIO LOC#	FUND NO.	COST	P/U LOC
V1 2000 15 PASSAGNER CHEVROLET VAN ✓	4 6-2628 ✓	1GAHG39R7Y114953 ✓	<u>PR</u>		<u>---</u>	
2						
3						
4						
5						
6						
7						
8						
9						
10						

DEPT. 250 FROM --- TO 1601
 AMOUNT \$ --- \$ ---

JUSTIFICATION FOR TRANSFER: _____ SURPLUS _____
 Note: Condition of items: (G) = Good working condition, (F) = Fair condition, and (B) = Broken

PLEASE USE BLUE INK TO SIGN

The transfer is hereby approved by the Purchasing Agent

CONTACT PERSON TRANSFERRING ITEM(S) OUT

PERSON RECEIVING ITEM(S)

REVIEWED & PROCESSED BY FA DIVISION

PLEASE SUBMIT ORIGINAL TO THE PURCHASING DEPT. ATTN: FIXED ASSET DIVISION
 HIDALGO COUNTY ADMINISTRATION BUILDING - 2812 S. BUSINESS 281, EDINBURG, TX 78539

DATE 9-9-14 SIGNATURE Martha L. Salazar
 DATE 7-14-14 SIGNATURE Diana R. Serna
 DATE 08/21/14 SIGNATURE Rosalia Garcia
 DATE 9/18/14 SIGNATURE Aguenda Carranza
 DATE _____ SIGNATURE _____
 TO BE INITIALED BY CONTACT PERSON WHEN ITEMS ARE REMOVED FROM THE PREMISES.
 DATE 8/21/14 INITIAL MF
 EFFECTIVE DATE 03/01/13

