



November 14, 2016

Martha Salazar  
Hidalgo County Purchasing Agent  
2802 S. Business Highway 281  
Edinburg, Texas 78539

Re: *Inventory Items*

Dear Mrs. Salazar:

Please accept this as my formal request to remove the following items from the fixed asset inventory for the Constable Precinct 4.

<b>Tag No.</b>	<b>Description</b>
51082	Storage Hutch 2 Drawer
61929	Stalker Radar

Your staff and ours have conducted an inventory of our fixed assets and could not locate these items. It is my assumption that these items have been surplus or lost throughout the years. Therefore, I further request that these items be removed from our inventory.

Should you have any questions please contact me at (956) 383-8560.

Thank you,

Horaldo Sanchez

Chief Deputy