HIDALGO COUNTY, TEXAS
ASSET TRANSFER FORM

	DEPARTMENT NAME	LOCATION
TRANSFER TO:	Surplus for Destruction	1601
TRANSFER FROM:	CONSTABLE PCT 4	294

TF# _____

CONTACT INFORMATION:

NAME (PRINT HORALDO SANCHEZ | **PHONE. 956-383-8560** | **FAX NO.: 956-383-8565** | **E-MAIL:** horaldo.sanchez@co.hidalgo.tx.us

SAFETY DIVISION (FOR SURPLUS OF VEHICLES):
INITIAL BY STAFF: **DATE:**

ORIGINAL SIGNED DOCUMENT TO BE ACCEPTED ONLY
(NO FAXES OR E-MAILED DOCUMENTS WILL BE ACCEPTED)

FIXED ASSET DIVISION USE ONLY

	DESCRIPTION OF ITEM	INVENTORY TAG NO.	SERIAL NO./ VIN	CURRENT CONDITION	PALLET INFO.	ALIO LOC #	FUND NO.	COST	P/U	LOC
1	Stalker Radar Antenna		KA064241	B						
2	Motorola Radio Mic (1)		PMMN4069A	B						
3	Streamlight Stinger Flashlight charger (2)		Model 75100	B						
4	Whalen Traffic Control Advisor		CO366488	B						
5	5.11 Tactical Pants Size 36 (7)			B						
6	Perfection Fit Pants Size 36 (1)			B						
7	Green Propper polo shirt M (2)			B						
8	Green Propper polo shirt L (2)			B						
9	Elbeco Short Sleeve Shirt XL 17-17.5 (3)			B						
10	Elbeco Short Sleeve Shirt XL 16-16.5 (3)			B						

JUSTIFICATION FOR TRANSFER: SURPLUS

	FROM	TO
DEPT.		
AMOUNT	$	$

Note: Condition of items: (G) = Good working condition, (F) = Fair condition, and (B) = Broken

PLEASE USE BLUE INK TO SIGN

	PRINT NAME	SIGNATURE	DATE
The transfer is hereby approved by the Purchasing Agent	*MARTHA L. SALAZAR*		
Contact Person transferring item(s) out	HORALDO SANCHEZ		
Person receiving Item(s)			
Reviewed & Processed by FA Division			

TO BE INITIALLED BY CONTACT PERSON WHEN ITEMS ARE REMOVED FROM THE PREMISES.

DATE _____ INITIAL _____

EFFECTIVE DATE 03/01/13

PLEASE SUBMIT ORIGINAL TO THE PURCHASING DEPT. ATTN: FIXED ASSET DIVISION