

**HIDALGO COUNTY, TEXAS  
ASSET TRANSFER FORM**

<b>DEPARTMENT NAME</b>	<b>LOCATION</b>
<b>TRANSFER TO:</b> <u>Surplus for Destruction</u>	<u>1601</u>
<b>TRANSFER FROM:</b> <u>CONSTABLE PCT 4</u>	<u>294</u>
<b>CONTACT INFORMATION:</b>	
<b>NAME (PRINT)</b> <u>HORALDO SANCHEZ</u>	<b>PHONE.</b> <u>956-383-8560</u>
<b>FAX NO.:</b> <u>956-383-8565</u>	<b>E-MAIL:</b> <u>horaldo.sanchez@co.hidalgo.tx.us</u>
<b>INITIAL BY STAFF:</b> _____	<b>DATE:</b> _____

**TF#** \_\_\_\_\_

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

DESCRIPTION OF ITEM	INVENTORY TAG NO.	SERIAL NO./ VIN	CURRENT CONDITION
1 FRONT DODGE BUMPER COVER		N/A	B
2 AMERICAN BODY ARMOR BALISTIC VEST		NUMBERS ARE FADED	B
3 POINT BLANK BODY ARMOR BALSTIC VES	BACK	100000135591 SIZE 52R	B
4	FRONT 51207	100000135679 SIZE 50R	B
5 POINT BLANK BALISTIC VEST COVERS (5)			B
6 WHALEN TRAFFIC ADVISOR		PNJ12726	B
7 EMERGENCY OVERHEAD LIGHTS (2)		UNKNOWN MAKE OR MODEL	B
8 AXIX TECH STEALTH VISOR		N/A	B
9 BROTHER PRINTER		UB3110-A2G506135	
10 BROTHER PRINTER		U63110A2G506194	
<b>JUSTIFICATION FOR TRANSFER:</b>		<u>SURPLUS</u>	

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

FIXED ASSET DIVISION USE ONLY					
PALLET INFO.	ALIO LOC #	FUND NO.	COST	P/U	LOC
<b>FROM</b>			<b>TO</b>		
<b>DEPT.</b>	_____	_____	_____	_____	_____
<b>AMOUNT \$</b>	_____	_____	<b>\$</b>	_____	_____

**PLEASE USE BLUE INK TO SIGN**

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

<b>TO BE INITIALED BY CONTACT PERSON WHEN ITEMS ARE REMOVED FROM THE PREMISES.</b>	
_____	_____
<b>DATE</b>	<b>INITIAL</b>

**EFFECTIVE DATE 03/01/13**

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