

HIDALGO COUNTY, TEXAS  
ASSET TRANSFER FORM

RECEIVED  
SEP 30 2016

TF# 2016-493

DEPARTMENT NAME \_\_\_\_\_ LOCATION \_\_\_\_\_  
 SURPLUS 1601  
 DISTRICT ATTORNEY \_\_\_\_\_ 080

TRANSFER TO: \_\_\_\_\_  
 TRANSFER FROM: \_\_\_\_\_  
 NAME (PRINT) VICTOR OCANA \_\_\_\_\_  
 CONTACT INFORMATION: \_\_\_\_\_  
 PHONE. X8088 \_\_\_\_\_ FAX NO.: \_\_\_\_\_  
 E-MAIL: victor.ocana@da.co.hidalgo.tx.us

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

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	FIXED ASSET DIVISION USE ONLY			
				ALJO LOC #	FUND NO.	COST	P/U LOC
1 3 SHELF BOOK CASE	16367						
2 BROWN DESK	32594						
3 HIGH BACK OFFICE CHAIR BURG	37566						
4 WAITING CHAIR							
5 COMPUTER WORK STATION	22089						
6 SMALL SHELF							
7 BROWN DESK	30791						
8 3 SHELF BOOK CASE	17109						
9 3 SHELF BOOK CASE	17110						
10 HIGH BACK OFFICE CHAIR BURG	33007						
JUSTIFICATION FOR TRANSFER: NO LONGER IN USE BY THE DEPARTMENT				FROM	TO		
				DEPT.			
				AMOUNT \$	\$		

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

MARTHA L. SALAZAR

PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
 ROSALINDA CANTU \_\_\_\_\_  
 PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
 ROGELIO GARCIA \_\_\_\_\_  
 PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
 AGUEDA GARCIA \_\_\_\_\_  
 PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

DATE 09/29/16  
 DATE \_\_\_\_\_  
 DATE \_\_\_\_\_  
 DATE \_\_\_\_\_  
 DATE \_\_\_\_\_  
 DATE \_\_\_\_\_

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

DATE \_\_\_\_\_ INITIAL \_\_\_\_\_  
 DATE 03/01/13

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

HIDALGO COUNTY, TEXAS  
ASSET TRANSFER FORM

DEPARTMENT NAME \_\_\_\_\_ LOCATION \_\_\_\_\_  
 SURPLUS 1601  
 DISTRICT ATTORNEY \_\_\_\_\_ 080

TF# 2016-494

NAME (PRINT) VICTOR OCANA CONTACT INFORMATION: E-MAIL: victor.ocana@da.co.hidalgo.tx.us  
 PHONE. X8088 FAX NO: \_\_\_\_\_

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

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

INVENTORY TAG NO.	SERIAL NO./ VIN	CURRENT CONDITION	FIXED ASSET DIVISION USE ONLY			
			ALIO LOC #	FUND NO.	COST	P/U LOC
1 WORKSTATION	43584					
2 EXECUTIVE CHAIR	30793					
3 WORKSTATION						
4 HIGH BACK OFFICE CHAIR BURG	DFZ15P					
5 BOOK SHELF	17991					
6 IBM TYPEWRITER	9076	6166/15				60 A
7 CORNER DESK						
8 CONFERENCE TABLE						
9 CONFERENCE TABLE						
10 _____						

JUSTIFICATION FOR TRANSFER: NO LONGER IN USE BY THE DEPARTMENT

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

The transfer is hereby approved by the Purchasing Agent

PRINT NAME SIGNATURE DATE  
 MARTHA L. SALAZAR  
 ROSALINDA CANTU  
 PRINT NAME SIGNATURE DATE  
 ROGELIO GARCIA  
 AGUEDA GARCIA  
 PRINT NAME SIGNATURE DATE

PLEASE USE BLUE INK TO SIGN

Person receiving Item(s)  
 Reviewed & Processed by FA Division

DATE

DATE

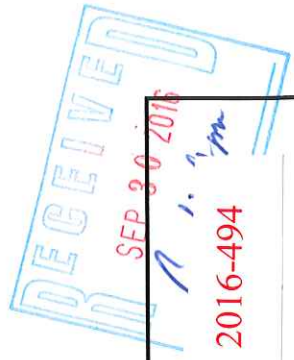
DATE

TO BE INITIALED 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  
 HIDALGO COUNTY ADMINISTRATION BUILDING - 2812 S. BUSINESS 281, EDINBURG, TX 78539



HIDALGO COUNTY, TEXAS  
ASSET TRANSFER FORM

RECEIVED  
SEP 30 2016

DEPARTMENT NAME \_\_\_\_\_ LOCATION \_\_\_\_\_  
 TRANSFER TO: \_\_\_\_\_ SURPLUS 1601  
 TRANSFER FROM: \_\_\_\_\_ DISTRICT ATTORNEY 080  
 TF# 2016-496  
 NAME (PRINT) VICTOR OCANA CONTACT INFORMATION: \_\_\_\_\_  
 PHONE. X8088 FAX NO: \_\_\_\_\_  
 E-MAIL: victor.ocana@da.co.hidalgo.tx.us  
 INITIAL BY STAFF: \_\_\_\_\_  
 SAFETY DIVISION (FOR SURPLUS OF VEHICLES): \_\_\_\_\_  
 DATE: \_\_\_\_\_

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

INVENTORY TAG NO.	DESCRIPTION OF ITEM	SERIAL NO./ VIN	CURRENT CONDITION	FIXED ASSET DIVISION USE ONLY			
				ALIO LOC #	FUND NO.	COST	P/U LOC
1	BROWN DESK	30790					
2	LOW BACK OFFICE CHAIR GREEN	32602					
3	BROWN DESK	15758					
4	BLACK DESK	24646					
5	BLACK DESK	24543					
6	2 SHELF STAND						
7	HIGH BACK OFFICE CHAIR						
8	LOCKER GRAY	17602					
9	BROWN DESK						
10							

DEPT. \_\_\_\_\_ FROM \_\_\_\_\_ TO \_\_\_\_\_  
 AMOUNT \$ \_\_\_\_\_ \$ \_\_\_\_\_

JUSTIFICATION FOR TRANSFER: NO LONGER IN USE BY THE DEPARTMENT

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

MARTHA L. SALAZAR

PRINT NAME SIGNATURE DATE  
 ROSALINDA CANTU *Rosalinda Cantu* 09/29/16  
 PRINT NAME SIGNATURE DATE  
 ROGELIO GARCIA \_\_\_\_\_  
 PRINT NAME SIGNATURE DATE  
 AGUEDA GARCIA \_\_\_\_\_

TO BE INITIALED 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  
 HIDALGO COUNTY ADMINISTRATION BUILDING - 2812 S. BUSINESS 281, EDINBURG, TX 78539



HIDALGO COUNTY, TEXAS  
ASSET TRANSFER FORM

**RECEIVED**  
SEP 30 2016  
TF# 2016-498

TRANSFER TO: \_\_\_\_\_ LOCATION  
 TRANSFER FROM: \_\_\_\_\_ SURPLUS 1601  
 DISTRICT ATTORNEY \_\_\_\_\_ 080

DEPARTMENT NAME \_\_\_\_\_ LOCATION  
 VICTOR OCANA \_\_\_\_\_ VICTOR OCANA@da.co.hidalgo.tx.us  
 PHONE. X3088 \_\_\_\_\_ FAX NO. \_\_\_\_\_

CONTACT INFORMATION:  
 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)

DESCRIPTION OF ITEM	INVENTORY TAG NO.	SERIAL NO./ VIN	CURRENT CONDITION	FIXED ASSET DIVISION USE ONLY					
				PALLET INFO.	ALJO LOC #	FUND NO.	COST	P/U	LOC
1 WORKSTATION									
2 EXECUTIVE CHAIR BURGUNDY	33015								
3 COMPUTER WORK STATION	24899								
4 3 SHELF BOOK CASE									
5									
6 HIGH BACK OFFICE CHAIR BURG		DYZ10P							
7 BROWN DESK	26964								
8 HIGH BACK OFFICE CHAIR RED		8KK5E							
9									
10 WAITING CHAIR BURGUNDY									

JUSTIFICATION FOR TRANSFER: NO LONGER IN USE BY THE DEPARTMENT

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

MARTHA L. SALAZAR

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
 ROSALINDA CANTU \_\_\_\_\_ DATE \_\_\_\_\_  
 ROGELIO GARCIA \_\_\_\_\_ DATE \_\_\_\_\_  
 AGUEDA GARCIA \_\_\_\_\_ DATE \_\_\_\_\_

TO BE INITIALED BY CONTACT PERSON WHEN ITEMS ARE REMOVED FROM THE PREMISES.  
 DATE \_\_\_\_\_ INITIAL \_\_\_\_\_  
 EFFECTIVE DATE 03/01/13

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