

HIDALGO COUNTY, TEXAS  
ASSET TRANSFER FORM

DEPARTMENT NAME \_\_\_\_\_ LOCATION \_\_\_\_\_

TRANSFER TO: Surplus - Sell Through HCCC 9999

TRANSFER FROM: Hidalgo County Sheriff's Office 280-000

NAME (PRINT) Lt. Esteban Caro E-MAIL: stevc.caro@hidalgo.co.org

CONTACT INFORMATION: PHONE. 956-393-6005 FAX NO.: \_\_\_\_\_

**INITIAL BY STAFF:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SAFETY DIVISION (FOR SURPLUS OF VEHICLES):** \_\_\_\_\_

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

PALLET INFO.	ALJO LOC #	FUND NO.	COST	FIXED ASSET DIVISION USE ONLY	
				P/U	LOC
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

DEPT. \_\_\_\_\_ FROM \_\_\_\_\_ TO \_\_\_\_\_

AMOUNT \$ \_\_\_\_\_

DESCRIPTION OF ITEM	INVENTORY TAG NO.	SERIAL NO./ VIN	CURRENT CONDITION
1 Sig Sauer P220 Hand Gun	32257	G292368	G
2			
3			
4			
5			
6			
7			
8			
9			
10			

JUSTIFICATION FOR TRANSFER: Sheriff's Office Inv Carlos Perez Retirement Purchase

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


I be transfer is hereby approved by the Purchasing Agent \_\_\_\_\_

Contact Person transferring item(s) out \_\_\_\_\_

Person receiving item(s) \_\_\_\_\_

Reviewed & Processed by FA Division \_\_\_\_\_

PLEASE USE BLUE INK TO SIGN

MARTHA L. SALAZAR  
PRINT NAME \_\_\_\_\_ SIGNATURE 

Lt. Esteban Caro  
PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

DATE 4/9/2019

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