



**DONATION IN LIEU OF ABANDONMENT
TO LOCAL GOVERNMENT ENTITY OR ASSISTANCE ORGANIZATION**
Authorized in Texas Government Code § 2175.241

TFC must sign at the bottom to approve donation prior to any property being released to recipient.
State agencies are NOT authorized to donate any surplus or salvage property without TFC approval.
Email requests to storefront.surplus@tfc.state.tx.us

INSTRUCTIONS: A state agency may donate surplus or salvage property to a local government entity or assistance organization that could otherwise be resold **ONLY IF** the agency receives prior, written approval from TFC. The agency requesting authorization for a donation is responsible for providing TFC with sufficient information to confirm the benefit to the state, and for notifying the Comptroller of the donation and any proceeds received that must be reported. TFC may charge the recipient assistance organization or local governmental entity an amount sufficient to cover the costs associated with the donation, not to exceed 10 percent of the item's market value.

Qty	Description of Property	Intended Use	Property No.	Transfer Fee
1	Conference Table 120" boat size shape (10ft X 4ft)		001003	None

FOR RECIPIENT TO COMPLETE: This is to certify the above property has been acquired from:

Thirteenth Court of Appeals by Hidalgo County - Purchasing Dept.
Name of State Agency *Name of Recipient Organization*
2812 S. Business 281, Edinburg, TX 78539
Street Address (of Recipient) *City* *Zip Code*

Check the box that describes your organization. Provide documentation of qualifying status upon request.

Local Government (i.e. county, public school) Assistance Organization (i.e. Goodwill, 501(c)3 nonprofits)
 Type: Hidalgo County Federal Employer ID No. (EIN): _____

THE RECIPIENT HEREBY CERTIFIES THE INFORMATION PROVIDED ABOVE IS CORRECT AND COMPLETE:

Martha L. Salazar 1-9-20 Martha L. Salazar, HC Purchasing (936) 292-9611
Representative Signature *Date* *Name & Title of Representative* *Telephone No.*
 DIRECTOR

FOR STATE AGENCY TO COMPLETE:

Agency Name	Thirteenth Court of Appeals	Agency #	233
Contact Name	Alonzo Medina	Title	Networking Specialist
E-mail	Alonzo.Medina@txcourts.gov	Phone	956-318-2405
Location of Property	100 E Cano St., 5th Floor Edinburg TX 78539		
Signature		Date	1-9-20

Approved by TFC: Judy Beers 1/14/2020
 (REQUIRED) *Signature* *Printed Name & Title* *Date*

The complete, TFC-signed form should be retained in your agency's property records as support for the donation.