



**HIDALGO COUNTY, TEXAS
PURCHASING DEPARTMENT
FIXED ASSET DIVISION**

This form requires Co. Comm. Court approval

ASSET DISPOSITION FORM

Item	Asset Number	Asset Description	Serial Number	Original Cost	Disposition Date	FUND
1		TASER (1)				
2		GUN HOLSTERS (19)				
3		HANDCUFF POUCH (1)				
4		OC SPRAY HOLDER (1)				
5		MOTOROLA RADIO CHG (1)				
6		MAGZINE HOLDER (1)				
7						
8						
9						
10						
11						
12						
13						
14						
15						

DEPARTMENT DISPOSING ASSET(S) HIDALGO COUNTY CONSTABLE PCT 4 DEPT. NO. _____

DATE OF REQUEST: 4/14/2021 LOCATION: PCT 4

PURPOSE OF FORM
This form is to be used when disposing of an asset by a method other than a transfer to Surplus or to another County Department.
After approval by County Commissioner's Court, Please submit form to Fixed Asset Division.

DISPOSITION TYPE:
 Trade-in Landfill
 Destruction Scrap Metal
 Other: _____

Purchasing Dept. office use only

Explanation: _____

Elected Official/Department Head Signature: Heather Sanchez

Date: 4/21/2021

Please submit a copy of the Commissioner's Court Approved Minutes with form.





