



PURCHASING DEPARTMENT
ASSET DISPOSITION FORM

Purpose of Form: This form is to be used for asset disposition only. (E.g., trade-in, destroyed, lost, stolen, obsolete, or are damaged beyond repair.) Items listed on this form must be approved by County Commissioners first.

Please return this form along with a copy of the approved minutes to the Purchasing Dept. within 10 days of commissioners court approval date.

DATE OF REQUEST: _____
 DEPT. NAME: Health Dept.
 LOCATION NO.: 340

Exhibit A

Disposition Type:

- Trade-in Landfill Destruction
 Auction Other _____

Item No	Asset No	Asset Description	Serial / VIN No	PO No	Acq Date	Original Cost	FMV	AI No	CC Date	Fund
1	034044	NN HON DESK DBL PED 72X36		286971	11/08/99	343.50				1100
2	032489	CREDENZA SLIDING DOOR		258152	09/22/98	500.00				1100
3	H1262	DESK								
4	H2218	DESK								
5										
6										

[Handwritten Signature]
 Elected Official/Dept. Head Signature

10-07-2022

Date

