



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: Human Services
LOCATION NO.: 240

Disposition Type:

- Trade-in Landfill X 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	51972	HP MFP 1522NF	CNB1826933	646603	09/29/10	\$ 361.39				1100
2										
3										
4										
5										
6										
7										

Paul Acevedo

Elected Official/Dept. Head Signature

5/18/2023

Date