



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: Sheriff's Office
LOCATION NO.: 280

Disposition Type:

- Trade-in
 Landfill
 Destruction
 Auction
 Other Retired

Item No	Asset No	Asset Description	Serial / VIN No	PO No	Acq Date	Original Cost	FMV	AI No	CC Date	Fund
1	73200	SIG SAVER P320 45ACP	58C063691	760155	01/23/18	422.56				1227
2										

Elected Official/Dept. Head Signature

Date