



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: W.I.C.
 LOCATION NO.: 350

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	54370	IGNITION MESH CHAIR TAUPE	3RGGXH	664498	11/15/11	319.99				1292
2	60225	HON IGNITION MESH CHAIR HONEY	8TQPE4	698823	11/12/13	379.99				1292
3	60226	HON IGNITION MESH CHAIR HONEY.	8UQPE4	698823	11/12/13	379.99				1292
4	66483	IGNITION WK MID BACK ADJUSTABLE CHAIR	8SYZNP	734647	01/26/16	317.04				1292

Clarissa J.

 Elected Official/Dept. Head Signature

8/21/2023

 Date