



PURCHASING DEPARTMENT
ASSET DISPOSITION FORM

Purpose of Form: This form is to be used for asset disposition only. (E.g., trade-up, de-stocked, 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: Sheriff
 DEPT. NAME: Sheriff
 LOCATION NO.: 280

Disposition Type:

- Trade-in Landfill Destruction
 Auction Other _____ Retire

Item No	Asset No	Asset Description	Serial / VIN No	PO No	Acq Date	Original Cost	FMV	AI No	CC Date	Fund
1	76548	SIG SAUER P320 45 HAND GUN	58C329621	786806	10/05/18	429.00				1227
2										
3										
4										
5										

 Elected Official/Dept. Head Signature

 Date