



PURCHASING DEPARTMENT
ASSET DISPOSITION FORM

Purpose of Form: This form is to be used for asset disposition only (i.e., 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: HC 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	76534	SIG SAUER P320 45 HAND GUN	58C329109	786806	09/27/18	429.00				1227
2										



 Elected Official/Dept. Head Signature

10-3-2

Date