



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: 280 HD SHERIFF'S Office  
 DEPT. NAME: 280  
 LOCATION NO.:

**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	76514	SIG SAUER P370.45 HAND GUN	58C329084	786806	10/10/18	429.00				1227
2										

*[Handwritten Signature]*  
 Elected Official/Dept. Head Signature

4-29-24  
 Date