



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: HC Constable Pct. 4  
 LOCATION NO.: 294

**Disposition Type:**

- Trade-in    Landfill    Destruction  
 Auction    Other Donation

Item No	Asset No	Asset Description	Serial / VIN No	PO No	Acq Date	Original Cost	FMV	AI No	CC Date	Fund
1	63500	2016 FORD EXPLORER u400	1FM5K8AR2GGA19044	723178	08/18/2015	39,256.18				1304
2	63502	2016 FORD EXPLORER u400	1FM5K8AR4GGA19045	723178	08/18/2015	41,857.78				1304
3	63504	2015 FORD TAURUS	1FAHP2MK3FG175581	723178	08/18/2015	38,731.82				1304
4	63505	2015 FORD TAURUS	1FAHP2MK7FG173025	723178	08/18/2015	32,870.45				1304
5										
6										

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 Elected Official/Dept. Head Signature

\_\_\_\_\_  
 Date