



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

Exhibit A

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 | 78790 | IPAD | F6MC257MF3M | 814895 | 04/21/2020 | 321.88 | | | | 1292 |
| 2 | 78791 | IPAD | DMVZK717MF3M | 814895 | 04/21/2020 | 321.88 | | | | 1292 |
| 3 | 78792 | IPAD | DMTZKWN8MF3M | 814895 | 04/21/2020 | 321.88 | | | | 1292 |
| 4 | 78793 | IPAD | F6MZVVR3MF3M | 814895 | 04/21/2020 | 321.88 | | | | 1292 |
| 5 | 78794 | IPAD | F6MC235UMF3M | 814895 | 04/21/2020 | 321.88 | | | | 1292 |
| 6 | 78979 | IPAD | DMPCCQ034ZNTJ0 | 817673 | 09/22/20 | 1,418.09 | | | | 1292 |
| | 50863 | DP1M KEYPAD ACCESS SYSTEM | N/A | 629798 | 11/25/2009 | 1,461.47 | | | | 1292 |
| | | SEASCAPE KINDERBOX BOOK BROWSER BY PLASCAPE | N/A | | | | | | | |
| | | BROTHER PRINTER HL- L3290CDW | U65177LON292926 | | | | | | | |
| | | BROTHER PRINTER HL- L9310CDW | U64644D2F473198 | | | | | | | |
| | 54123 | BABY CHANGING TABLE | N/A | | | | | | | |
| | 60242 | SWINGLINE HI CAP ELECTRIC STAPLER | N/A | 698867 | 08/19/14 | 355.00 | | | | |
| | | HON 2-DRAWER WHITE FILING CABINET | 3F0PWX | | | | | | | |
| | | HON 2-DRAWER WHITE FILING CABINET | 3Y0PWX | | | | | | | |
| | | HON 2-DRAWER WHITE FILING CABINET | 3P0PWX | | | | | | | |
| | | HON 2-DRAWER WHITE FILING CABINET | 3Z6PKX | | | | | | | |
| | | HON 2-DRAWER WHITE FILING CABINET | 3L0PWX | | | | | | | |
| | | HON 2-DRAWER WHITE FILING CABINET | 3A0PWX | | | | | | | |
| | | HON 2-DRAWER WHITE FILING CABINET | 306PKX | | | | | | | |
| | | (85) Mitel Phones | IP480G | | | | | | | |
| | | (2) Shortel Phones | IP480 | | | | | | | |

Clausen J

 Elected Official/Dept. Head Signature

7-14-25

 Date

AFFIDAVIT

State Of Texas |

County of Hidalgo |

Before me, the undersigned authority, a Notary Public and in for the State of Texas, on the same date personally appeared Clarissa Ramirez, who after being duly sworn, deposes and says:

My name is Clarissa Ramirez and I am the Director at the Hidalgo County WIC Program.

I am requesting that the Hidalgo County Commissioner's Court and/or the Hidalgo County Purchasing Department remove the items listed on Exhibit A, from our inventory listing. The assets have no further use, are non-functioning, obsolete and or have no value to sell at auction.

The above is true and correct to the best of my knowledge.

Clarissa Ramirez
Department Head

State of Texas |

County Of Hidalgo |

Sworn to and subscribed before me, a Notary Public, in and for the State of Texas on this the 14 day of July, 2025.

Maria A. Smith
NOTARY PUBLIC, State of Texas



