



PURCHASING DEPARTMENT  
**ASSET DISPOSITION FORM**

Purpose of Form: This form is to be used for asset disposition only. (E.g., items in restorative lost, stolen, recovered, or are otherwise 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: Sheriff's Office  
 LOCATION NO.: 280

**Disposition Type:**

- Trade-in    Landfill    Destruction  
 Auction    Other   Retiring

Item No	Asset No	Asset Description	Serial / VIN No	PO No	Acq Date	Original Cost	FMV	AI No	CC Date	Fund
1	76567	SIG SAUER P320 45 HAND GUN	58C329991	786806	10/05/18	429.00				1227
2										
3										

\_\_\_\_\_  
 Elected Official/Dept. Head Signature

9-13-25  
 Date