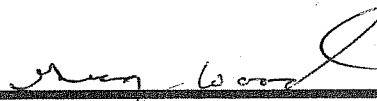



## Fixed Asset Disposals Authorization to Declare Surplus

Date	5-8-23
Department	Mait
Asset Description	1999 F-350
Year Purchased	1999
Serial Number	1FDWW37F6X EC 43678
Bar Code Number	1364
Original Value/Cost	52,261.45
Estimated Current Value	\$8000.00
Requested Method of Disposal (Sale, trash, etc)	Gov. Deal

  
 \_\_\_\_\_  
 City Manager Signature

  
 \_\_\_\_\_  
 Department Head Signature

  
 \_\_\_\_\_  
 Finance Director Signature

Note: If the value of the asset is estimated at \$5000 or more, authorization to be declared surplus must be granted by the **City Council**. If the value is less than \$5000, the **City Manager** can authorize the asset as surplus by signing above. The Finance Director must be notified to remove the asset off of fixed assets properly.