

**LARAMIE COUNTY CLERK
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM PROCESSING FORM**

1. DATE OF PROPOSED ACTION: *Oct. 18, 2016*

2. AGENDA ITEM: ☐ Appointments ☐ Bids/Purchases ☐ Claims
☐ Contracts/agreements/leases ☐ Grants ☐ Land Use: Variances/Board App/Plats
☐ Proclamations ☐ Public Hearings/Rules & Reg's ☐ Reports & Public Petitions
☐ Resolutions X Other: Asset disposal

3. DEPARTMENT: Sheriff

APPLICANT: Sheriff

AGENT: Undersheriff Hillegas

4. DESCRIPTION: Consideration of a request by the Sheriff's department to dispose of 6 Havis Docking Stations.

Amount \$

From

To

5. DOCUMENTATION: 1 Originals

Commissioner

Clerks Use Only:

Signatures

Heath_____

Co Attny _____

Holmes_____

Assist Co Attny _____

Thompson_____

Ash_____

Kailey_____

Grants Manager_____

Action _____

Outside Agency_____

Postponed/Tabled_____

Laramie County Government

Fixed Asset Inventory Control System

ASSET DELETION FORM

Tag Number: 92165 Asset Number: _____

Asset Description: Havis Docking Station

Asset Manufacturer: Havis

Asset Model Number: _____

Serial Number: 0611-P110-4748

Asset Type: _____ Assigned Location: _____

Deletion Code: DS-DESTROYED Deletion Date: 10 / 18 / 16

Sold/Traded to Whom: _____

Asset Value: _____

Voucher Number: _____ Vendor Number: _____

Acquisition Date: _____ / _____ / _____ Acquisition Check Number: _____

Dept. Head Signature:  Date: 10 / 5 / 16

Commissioner's Signature: _____ Date: _____ / _____ / _____

ACCOUNTING DEPARTMENT USE ONLY

Entered By: _____ Date: _____ / _____ / _____

Action: _____

Print Form

Laramie County Government

Fixed Asset Inventory Control System

ASSET DELETION FORM

Tag Number: 92158 Asset Number: _____

Asset Description: Havis Docking Station

Asset Manufacturer: Havis

Asset Model Number: _____

Serial Number: 0611-P110-4726

Asset Type: _____ Assigned Location: _____

Deletion Code: DS-DESTROYED Deletion Date: 10 / 18 / 16

Sold/Traded to Whom: _____

Asset Value: _____

Voucher Number: _____ Vendor Number: _____

Acquisition Date: ____ / ____ / ____ Acquisition Check Number: _____

Dept. Head Signature:  Date: 10 / 5 / 16

Commissioner's Signature: _____ Date: ____ / ____ / ____

ACCOUNTING DEPARTMENT USE ONLY

Entered By: _____ Date: ____ / ____ / ____

Action: _____

Print Form

Laramie County Government

Fixed Asset Inventory Control System

ASSET DELETION FORM

Tag Number: 90460 Asset Number: _____

Asset Description: Havis Docking Station

Asset Manufacturer: Havis

Asset Model Number: _____

Serial Number: P30X2108565

Asset Type: _____ Assigned Location: _____

Deletion Code: DS-DESTROYED Deletion Date: 10 / 18 / 16

Sold/Traded to Whom: _____

Asset Value: _____

Voucher Number: _____ Vendor Number: _____

Acquisition Date: _____ / _____ / _____ Acquisition Check Number: _____

Dept. Head Signature:  Date: 10 / 5 / 16

Commissioner's Signature: _____ Date: _____ / _____ / _____

ACCOUNTING DEPARTMENT USE ONLY

Entered By: _____ Date: _____ / _____ / _____

Action: _____

Print Form

Laramie County Government

Fixed Asset Inventory Control System

ASSET DELETION FORM

Tag Number: 90456 Asset Number: _____

Asset Description: Havis Docking Station

Asset Manufacturer: Havis

Asset Model Number: _____

Serial Number: P30X2108555

Asset Type: _____ Assigned Location: _____

Deletion Code: DS-DESTROYED Deletion Date: 10 / 18 / 16

Sold/Traded to Whom: _____

Asset Value: _____

Voucher Number: _____ Vendor Number: _____

Acquisition Date: _____ / _____ / _____ Acquisition Check Number: _____

Dept. Head Signature: _____ Date: _____ / _____ / _____

Commissioner's Signature:  Date: 10 / 5 / 16

ACCOUNTING DEPARTMENT USE ONLY

Entered By: _____ Date: _____ / _____ / _____

Action: _____

Print Form

Laramie County Government

Fixed Asset Inventory Control System

ASSET DELETION FORM

Tag Number: 90453 Asset Number: _____

Asset Description: Havis Docking Station

Asset Manufacturer: Havis

Asset Model Number: _____

Serial Number: P30X2108552

Asset Type: _____ Assigned Location: _____

Deletion Code: DS-DESTROYED Deletion Date: 10 / 18 / 16

Sold/Traded to Whom: _____

Asset Value: _____

Voucher Number: _____ Vendor Number: _____

Acquisition Date: _____ / _____ / _____ Acquisition Check Number: _____

Dept. Head Signature:  Date: 10 / 5 / 16

Commissioner's Signature: _____ Date: _____ / _____ / _____

ACCOUNTING DEPARTMENT USE ONLY

Entered By: _____ Date: _____ / _____ / _____

Action: _____

Print Form

Laramie County Government

Fixed Asset Inventory Control System

ASSET DELETION FORM

Tag Number: 92161 Asset Number: _____

Asset Description: Havis Docking Station

Asset Manufacturer: Havis

Asset Model Number: _____

Serial Number: 0611-P110-4744

Asset Type: _____ Assigned Location: _____

Deletion Code: DS-DESTROYED Deletion Date: 10 / 18 / 16

Sold/Traded to Whom: _____

Asset Value: _____

Voucher Number: _____ Vendor Number: _____

Acquisition Date: _____ / _____ Acquisition Check Number: _____

Dept. Head Signature:  Date: 10 / 5 / 16

Commissioner's Signature: _____ Date: _____ / _____ / _____

ACCOUNTING DEPARTMENT USE ONLY

Entered By: _____ Date: _____ / _____ / _____

Action: _____

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