



GREGORY C. HARRELL

CLERK OF COURT AND COMPTROLLER MARION COUNTY, FLORIDA

P.O. BOX 1030 OCALA, FLORIDA 34478-1030

TELEPHONE (352) 671-5520 WWW.MARIONCOUNTYCLERK.ORG



ACQUISITION - DISPOSITION FORM

TO: Finance

From: Information Technology

Date:

ASSET IS RETIRED ADD BACK TO INVENTORY:

Asset#	Location	Serial Number
53463	Office of the County Engineer Building	CN9AH9H00T

Description	Year Aquired
HP DesignJet T1700DR Plot Printer	2020

Acquisition:

Asset/Vehicle Number Being Replaced:
(If Applicable)

Please attach a copy of the invoice for acquisitions

Disposal:

Disposal Reason: Exceeds Useful Life

Disposal Method: Recycled

Disposal Location: Delivered to IT

Transfer:

Department Receiving Transfer:

Authorized Signature:

Vann, Michael

Digitally signed by Vann, Michael
Date: 2024.11.18 08:06:08 -05'00'

Secondary Signature:

(If Applicable)

Fleet Signature:

(If Applicable)

BCC Chairman Signature: _____

Forward copy of approved form to: Clerk of Court and Comptroller-Finance Department. Please include a copy of the loss report for all risk claims.

Use SEE ATTACHED in the Asset# column for disposal lists.



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ACQUISITION - DISPOSITION FORM

TO: Finance

From: Fire Rescue

Date:

ASSET IS RETIRED ADD BACK TO INVENTORY:

Asset#	Location	Serial Number
048812	Station 16 (Shady)	EZGF-1648003
Description		Year Aquired
Honda Generator		2016

Acquisition:

Asset/Vehicle Number Being Replaced:
(If Applicable)

Please attach a copy of the invoice for acquisitions

Disposal:

Disposal Reason: Exceeds Useful Life

Disposal Method: Recycled

Disposal Location: Department

Transfer:

Department Receiving Transfer:

Authorized Signature: Robert Wayne Graff Jr. Digitally signed by Robert Wayne Graff Jr.
Date: 2024.11.20 10:26:57 -05'00'

Secondary Signature: _____

(If Applicable) _____

Fleet Signature: _____

(If Applicable) _____

BCC Chairman Signature: _____

Forward copy of approved form to: Clerk of Court and Comptroller-Finance Department. Please include a copy of the loss report for all risk claims.

Use SEE ATTACHED in the Asset# column for disposal lists.



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ACQUISITION - DISPOSITION FORM

TO: Finance

From: Tax Collector



Date: 11/19/2024

ASSET IS RETIRED ADD BACK TO INVENTORY:

Acquisition:

Asset/Vehicle Number Being Replaced:

(If Applicable)

Please attach a copy of the invoice for acquisitions

Disposal:

Disposal Reason: Trade In



Disposal Method: Trade In



Disposal Location:



Transfer:

Department Receiving Transfer:

Authorized Signature:

Joseph Martinez

Digitally signed by Joseph Martinez
Date: 2024.11.20 09:30:36 -05'00'

Secondary Signature:

(If Applicable)

Fleet Signature:

(If Applicable)

BCC Chairman Signature:

Forward copy of approved form to: Clerk of Court and Comptroller-Finance Department. Please include a copy of the loss report for all risk claims.

Use SEE ATTACHED in the Asset# column for disposal lists.