



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: Community Services

Date: 07/23/2024

ASSET IS RETIRED ADD BACK TO INVENTORY:

☐

Asset#	Location	Serial Number
039050	Community Services	
Description		Year Aquired
CONFERENCE TABLE		2005

Acquisition: ☐

Asset/Vehicle Number Being Replaced:
(If Applicable)

Please attach a copy of the invoice
for acquisitions

Disposal: ☐

Disposal Reason:

Disposal Method:

Disposal Location:

Transfer: ☒

Department Receiving Transfer: Fire Rescue

Authorized Signature: Cheryl Martin Digitally signed by Cheryl Martin
Date: 2024.09.03 15:56:41 -04'00'

Secondary Signature:

(If Applicable) Robert Wayne Graff Jr. Digitally signed by Robert Wayne Graff Jr.
Date: 2024.09.04 14:30:07 -04'00'

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: Utilities

Date: 06/19/2024

ASSET IS RETIRED ADD BACK TO INVENTORY:

☐

Asset#	Location	Serial Number
040808-A	Utilities-Admin	1GCEC19X97
Description		Year Aquired
Truck, Pickup, 2007 Chevy		2011

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: Send to Auction

Disposal Location: Delivered to Fleet

Transfer: ☐

Department Receiving Transfer:

Authorized Signature: Joshua Kramer Digitally signed by Joshua Kramer
Date: 2024.06.19 09:01:00 -04'00'

Secondary Signature:

(If Applicable)

Fleet Signature:

(If Applicable)

Mark Williams Digitally signed by Mark Williams
Date: 2024.08.28 14:46:49 -04'00'

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: Facilities

Date: 08/28/2024

ASSET IS RETIRED ADD BACK TO INVENTORY:

☐

Asset#	Location	Serial Number
SEE ATTACHED		
Description		Year Aquired
Audio Mixer		

Acquisition: ☐

Asset/Vehicle Number Being Replaced:
(If Applicable)

045265

Please attach a copy of the invoice
for acquisitions

Disposal: ☒

Disposal Reason: SEE ATTACHED

Disposal Method: Recycled

Disposal Location: Department

Transfer: ☐

Department Receiving Transfer:

Authorized Signature: David Feger Digitally signed by David Feger
Date: 2024.09.05 09:06:53 -04'00'

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.

Asset	Description	Serial/Parcel	Fiscal Yr	Dept. Descr	Acquis Cost	Disposal Reason
045265	SHURE AUTOMATIC AUDIO MIXER	DS354152	2011	FACILITIES	2,252.33	Obsolete
047750	CHAIRS - HEATHROW - AUDITORIUM		2015	FACILITIES	1,418.25	Changed during remodel
047751	CHAIRS - HEATHROW - AUDITORIUM		2015	FACILITIES	1,418.25	Changed during remodel
047756	CHAIRS - HEATHROW - AUDITORIUM		2015	FACILITIES	1,418.25	Changed during remodel