

**TEXAS A&M INTERNATIONAL UNIVERSITY  
PROPERTY DELETIONS**



Date Submitted:	
Department Name:	
Department Code:	
Dept. Head Name:	
Signature/Date:	
(Department Head)	Date

Donation

Auction

Cannibalized for parts

Texas Department of Criminal Justice

Other: \_\_\_\_\_

Drop Request

Sale: Date of approved letter \_\_\_\_\_  
 Deposit bill number \_\_\_\_\_

Trade-in: Purchase order number: \_\_\_\_\_  
 New inventory number \_\_\_\_\_

Asset No.	Description	Acquisition Date	Asset Value	Present Book Value
Total				

\_\_\_\_\_  
 Property Manager Date

\_\_\_\_\_  
 Comptroller Date