

**Town of Apex  
Apex, North Carolina  
Surplus Property Declaration Request**

TO: Purchasing Manager

FROM: Deputy Chief P.M. McKinney

DEPT: Police

DATE: 02/22/2022

Select One

- Property should be declared surplus by the Purchasing Manager. The item(s) have an estimated value of less than \$30,000.
- Property should be declared surplus by the Town Council. The item(s) have an estimated value that exceeds \$30,000.
- Property is in serviceable condition and can be transferred to another department or stored until needed.
- Property is considered to be without value. It should be disposed of as junk property.
- Property has scrap value and will be brought to a recycling facility.

Description	Condition	Surplus or Junk	Estimated \$ Value
Glock/ G17/ Serial # XTA774	Good	Surplus	1.00
Police Officer Badge	Good	Surplus	1.00
Shoei Motorcycle Helmet	Good	Surplus	1.00

All surplus property should be sent to the Purchasing Division and checked in.

  
Department Head Signature

Received at the Purchasing Division by: \_\_\_\_\_ Date: \_\_\_\_\_