



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. CM0402
(Existing Assets Number)

Section 2

Date: 01/15/2024 Department: Information Technology

Item Description: Dell Inspiron Duo Mini 1090-Laptop computer

Serial/Model #: 5Z405R1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

Signature: (Department Head or Designee)

01/22/2024
Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer _____

Date _____

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. none
(Existing Assets Number)

Section 2

Date: 01/15/2024 Department: Information Technology

Item Description: Lenovo Thinkpad Edge-Laptop computer

Serial/Model #: LRW115W New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

Signature: (Department Head or Designee) _____

01/22/2024
Date: _____

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____
Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer _____

_____ Date

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. Police-2544

(Existing Assets Number)

Section 2

Date: 01/15/2024

Department: Information Technology

Item Description: HP Probook 4530s-Laptop computer

Serial/Model #: CNU1405NY9

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____

Activity Code: _____

Fund: _____

Acct. No.: _____

Date Item Acquired: _____

Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

Signature: (Department Head or Designee)

01/22/2024

Date:

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(Below this line)

Section 3

DISPOSITION METHOD:

Surplus Sale: _____

Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____

Date: _____

Minutes #: _____

SOLD TO:

Address: _____

Proceeds: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. CM0342
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Latitude E6520-Laptop Computer

Serial/Model #: 68F85R1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

Signature: (Department Head or Designee) _____

01/23/2024
Date: _____

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer _____

Date _____

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. CM0270
(Existing Assets Number)

Section 2

Date: 01/15/2024 Department: Information Technology

Item Description: Dell Vostro 3550-Laptop computer

Serial/Model #: J0X2SP1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

Signature: (Department Head or Designee) _____

01/22/2024
Date: _____

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer _____

Date _____

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. CM0340
(Existing Assets Number)

Section 2

Date: 01/15/2024 Department: Information Technology

Item Description: Dell Latitude E6520-Laptop computer

Serial/Model #: 39M85R1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

Signature: (Department Head or Designee) _____

01/22/2024
Date: _____

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer _____

Date _____

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. CM0341
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Latitude E6520-Laptop Computer

Serial/Model #: FHC85R1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

Signature: (Department Head or Designee) _____ Date: 01/23/2024

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer _____ Date _____

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 04675
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Gateway M350WVN- Laptop Computer

Serial/Model #: BDDW3520632 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

Signature: (Department Head or Designee) _____ Date: 01/23/2024

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer _____ Date _____

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 03070
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Gateway solo 2500 Laptop Computer

Serial/Model #: BC699282319 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

Signature: (Department Head or Designee) _____ Date: 01/23/2024

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer _____ Date _____

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. none
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Panasonic Toughbook CF-27 Laptop Computer

Serial/Model #: 9LKSA09911 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

01/23/2024

Signature: (Department Head or Designee)

Date:

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

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Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer

Date

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. none
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Panasonic Toughbook CF-27 Laptop Computer

Serial/Model #: 9LKSA10204 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

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Michelle Parker

Signature: (Department Head or Designee) _____

01/23/2024
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DISPOSITION METHOD: Surplus Sale: _____ Other: _____

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Date _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. none
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Panasonic Toughbook CF-30 Laptop Computer

Serial/Model #: 7FKSA43101 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

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Michelle Parker

Signature: (Department Head or Designee) _____ Date: 01/23/2024

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Address: _____ Date: _____

Signature, City Clerk-Treasurer _____ Date _____

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 06412

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Fujitsu Lifebook T902- Laptop Computer

Serial/Model #: Q3101044

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____

Activity Code: _____

Fund: _____

Acct. No.: _____

Date Item Acquired: _____

Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

01/23/2024

Signature: (Department Head or Designee)

Date:

***** TO BE COMPLETED BY CITY CLERK *****

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO:

Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets

Disposal Form

Section 1

Capital Assets Tag No. 06387

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Fujitsu Lifebook T901- Laptop Computer

Serial/Model #: Q2804364

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____

Activity Code: _____

Fund: _____

Acct. No.: _____

Date Item Acquired: _____

Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

Signature: (Department Head or Designee)

01/23/2024

Date:

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(Below this line)

Section 3

DISPOSITION METHOD:

Surplus Sale: _____

Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____

Date: _____

Minutes #: _____

SOLD TO:

Address: _____

Proceeds: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets

Disposal Form

Section 1

Capital Assets Tag No. 06385

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Fujitsu Lifebook T901- Laptop Computer

Serial/Model #: Q2804385

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____

Activity Code: _____

Fund: _____

Acct. No.: _____

Date Item Acquired: _____

Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

01/23/2024

Signature: (Department Head or Designee)

Date:

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(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO:

Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 06399

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Fujitsu Lifebook T5010- Laptop Computer

Serial/Model #: R9X04217

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

01/23/2024

Signature: (Department Head or Designee)

Date:

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(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets

Disposal Form

Section 1

Capital Assets Tag No. 06400

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Fujitsu Lifebook T901 Laptop Computer

Serial/Model #: Q2302700

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

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Michelle Parker

Signature: (Department Head or Designee)

01/23/2024

Date:

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 06401

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Fujitsu Lifebook T901 Laptop Computer

Serial/Model #: Q2804363

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____

Activity Code: _____

Fund: _____

Acct. No.: _____

Date Item Acquired: _____

Cost or Donated Value: _____

Enhancements: _____

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Michelle Parker

Signature: (Department Head or Designee)

01/23/2024

Date:

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Section 3

DISPOSITION METHOD:

Surplus Sale: _____

Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____

Date: _____

Minutes #: _____

SOLD TO:

Address: _____

Proceeds: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets

Disposal Form

Section 1

Capital Assets Tag No. none
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Fujitsu Lifebook T901 Laptop Computer

Serial/Model #: Q2302698 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

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Michelle Parker 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets

Disposal Form

Section 1

Capital Assets Tag No. 06788

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Fujitsu Lifebook T902 Laptop Computer

Serial/Model #: Q4102622

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

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Michelle Parker

Signature: (Department Head or Designee) _____

01/23/2024

Date: _____

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer _____

Date _____

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. Police-2697

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Fujitsu Lifebook T902 Laptop Computer

Serial/Model #: Q3403091

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____

Activity Code: _____

Fund: _____

Acct. No.: _____

Date Item Acquired: _____

Cost or Donated Value: _____

Enhancements: _____

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Michelle Parker

Signature: (Department Head or Designee)

01/23/2024

Date:

***** TO BE COMPLETED BY CITY CLERK *****

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Section 3

DISPOSITION METHOD:

Surplus Sale: _____

Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____

Date: _____

Minutes #: _____

SOLD TO:

Address: _____

Proceeds: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 06782
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Fujitsu Lifebook T902 Laptop Computer

Serial/Model #: Q3X03009 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

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Michelle Parker

Signature: (Department Head or Designee)

01/23/2024
Date:

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Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

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Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 06402
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Fujitsu Lifebook T901 Laptop Computer

Serial/Model #: Q2302699 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

01/23/2024

Signature: (Department Head or Designee)

Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 06452
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Fujitsu Lifebook T902 Laptop Computer

Serial/Model #: Q3201055 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Barber 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. CM0272
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Vostro 3550- Laptop Computer

Serial/Model #: 51XZSP1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****
(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 002238

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Lenovo Thinkpad E14- Laptop Computer

Serial/Model #: pf2dd93w

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker
Signature: (Department Head or Designee)

01/23/2024
Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. CM0269
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Vostro 3550- Laptop Computer

Serial/Model #: doxzsp1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 05245
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Latitude D820 Laptop Computer

Serial/Model #: CHZZFD1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****
(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

COPY: Requesting Dept. Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. none
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Lenovo ThinkpadT460-Laptop Computer

Serial/Model #: PC0FRGWD New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Signature: (Department Head or Designee) _____ Date: 01/23/2024

***** TO BE COMPLETED BY CITY CLERK *****
(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer _____ Date _____

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 000175
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Lenovo Thinkpad L440Laptop Computer

Serial/Model #: R90FGu8 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Baker 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets

Disposal Form

Section 1

Capital Assets Tag No. 0000342
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Latitude E65000-Laptop Computer

Serial/Model #: 6XKzHM1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Mishelle Parker 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. CM0337
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Latitude-Laptop Computer

Serial/Model #: 4HC85R1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****
(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. Police-2252
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Vostro 3400-Laptop Computer

Serial/Model #: GGPV7n1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michael J. Smith 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. Police-2425
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Latitude D620Laptop Computer

Serial/Model #: 3JQNNC1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Foster 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer _____ Date _____

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 05243

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Dell Latitude D820 Laptop Computer

Serial/Model #: 8GZZFD1

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Deaton
Signature: (Department Head or Designee)

01/23/2024
Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets

Disposal Form

Section 1

Capital Assets Tag No. CM0343

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Dell Latitude E6520 Laptop Computer

Serial/Model #: JFC85R1

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Carter

Signature: (Department Head or Designee)

01/23/2024

Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 05711

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Dell Latitude D830 Laptop Computer

Serial/Model #: 4NJGKH1

New:

Used:

Location: _____

Vendor Name: _____

Asset Class: _____

Activity Code: _____

Fund: _____

Acct. No.: _____

Date Item Acquired: _____

Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Taylor
Signature: (Department Head or Designee)

01/23/2024

Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD:

Surplus Sale: _____

Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____

Date: _____

Minutes #: _____

SOLD TO:

Address: _____

Proceeds: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.

Revised 6/25/2007



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 05238
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Latitude D820 Laptop Computer

Serial/Model #: 9HZZFD1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****
(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer _____ Date _____

COMMENTS: _____

COPY: Requesting Dept. Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 05552
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Latitude D830 Laptop Computer

Serial/Model #: 5RJWXF1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Carter 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****
(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

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Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. Police-2426

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Dell Latitude D620 Laptop Computer

Serial/Model #: 7C8CTB1

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker

Signature: (Department Head or Designee) _____

01/23/2024

Date: _____

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer _____

Date _____

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets

Disposal Form

Section 1

Capital Assets Tag No. Police-2429
 (Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Dell Latitude D620 Laptop Computer

Serial/Model #: BYSPYB1

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Parker
 Signature: (Department Head or Designee)

01/23/2024
 Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. Police-2427
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Latitude D620 Laptop Computer

Serial/Model #: 6H7RYC1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle Carter 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****
(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 05242
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology

Item Description: Dell Latitude D820 Laptop Computer

Serial/Model #: 1HZZFD1 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michael 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets

Disposal Form

Section 1

Capital Assets Tag No. 05240

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Dell Latitude D820 Laptop Computer

Serial/Model #: DGZZFD1

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Signature: (Department Head or Designee) _____

01/23/2024
Date: _____

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer _____

Date _____

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 05227

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Dell Latitude D820 Laptop Computer

Serial/Model #: DS1DCD1

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____

Activity Code: _____

Fund: _____

Acct. No.: _____

Date Item Acquired: _____

Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Signature: (Department Head or Designee) _____

01/23/2024
Date: _____

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____

Date: _____

Minutes #: _____

SOLD TO:

Address: _____

Proceeds: _____

Date: _____

Signature, City Clerk-Treasurer _____

Date _____

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 05043

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Dell Latitude D820 Laptop Computer

Serial/Model #: 13CKZB1

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

01/23/2024

Signature: (Department Head or Designee) _____

Date: _____

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer _____

Date _____

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 05111

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Dell Latitude D820 Laptop Computer

Serial/Model #: 27JKc1

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michael [Signature]
Signature: (Department Head or Designee)

01/23/2024
Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

_____ Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 04933

(Existing Assets Number)

Section 2

Date: 01/23/2024

Department: Information Technology

Item Description: Dell Latitude D820 Laptop Computer

Serial/Model #: J2DZ6B1

New: Used:

Location: _____

Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Signature: (Department Head or Designee) _____

01/23/2024
Date: _____

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer _____

Date _____

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 05239
(Existing Assets Number)

Section 2

Date: 01/23/2024 Department: Information Technology
Item Description: Dell Latitude D820 Laptop Computer
Serial/Model #: 5HZZFD1 New: Used:
Location: _____ Vendor Name: _____
Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____
Date Item Acquired: _____ Cost or Donated Value: _____
Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Mitch 01/23/2024
Signature: (Department Head or Designee) Date:

***** TO BE COMPLETED BY CITY CLERK *****
(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____
APPROVAL OF DISPOSITION METHOD:
Approved by Resolution #: _____ Date: _____
Minutes #: _____

SOLD TO: _____ Proceeds: _____
Address: _____
_____ Date: _____

Signature, City Clerk-Treasurer _____ Date _____

COMMENTS: _____

COPY: Requesting Dept. Finance Dept.

Lot of 56 phones:

Cisco Unified IP Phone 7940-Quantity 2

Cisco Unified IP Phone 7945-Quantity 4

Cisco IP Phone 8851-Quantity 31

Cisco IP Phone 8441-Quantity 19



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. 000652
(Existing Assets Number)

Section 2

Date: 01/24/2024 Department: Information Technology

Item Description: Elite Screen-Projector Screen

Serial/Model #: VMAX120uWV-6AE New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

micheleppm
Signature: (Department Head or Designee)

1/24/24
Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.



City of Madison, Alabama

Capital Assets Disposal Form

Section 1

Capital Assets Tag No. none
(Existing Assets Number)

Section 2

Date: 01/24/2024 Department: Information Technology

Item Description: DA-LITE Cosmopolitan Projector Screen

Serial/Model #: MR-681-01 New: Used:

Location: _____ Vendor Name: _____

Asset Class: _____ Activity Code: _____ Fund: _____ Acct. No.: _____

Date Item Acquired: _____ Cost or Donated Value: _____

Enhancements: _____

The original form must be submitted to the City Clerk-Treasurer's Department for the disposition of assets. Items requested for disposition will be submitted to the City Council for approval. The City Clerk-Treasurer will notify the department head of the disposition method and submit a copy of approved disposition to the Finance Department.

Michelle [Signature]
Signature: (Department Head or Designee)

1/24/24
Date:

***** TO BE COMPLETED BY CITY CLERK *****

(Below this line)

Section 3

DISPOSITION METHOD: Surplus Sale: _____ Other: _____

APPROVAL OF DISPOSITION METHOD:

Approved by Resolution #: _____ Date: _____

Minutes #: _____

SOLD TO: _____ Proceeds: _____

Address: _____

Date: _____

Signature, City Clerk-Treasurer

Date

COMMENTS: _____

COPY: Requesting Dept.

Finance Dept.