



Equipment Disposition Form

Upon completion, email a
copy of this form to:
CJgrants@fdle.state.fl.us

Agencies that purchase equipment with federal funding are required to maintain a Capital Asset/Equipment Inventory as per 2 C.F.R. §200.313(e). A subgrantee must inform the SAA within 30 days when transferring or disposing of equipment. Subgrantees must submit all such changes on the Equipment Disposition Form.

SELECT PROGRAM BELOW:

BYRNE JAG NARIP NCHIP PREA PSN RSAT OTHER

Subgrantee:

Percentage of
Federal Investment:

Grant #:

Project Period:

Equipment is being: ☐ Transferred/Sold ☐ Donated ☐ Disposed of/Surplus ☐ Reported Missing

Description of Item	Manufacturer	Serial No.	Depreciated Fair Market Value
			\$

A. If Transferred/Sold/Donated:

Transferring Entity (Agency, Address, Phone & POC)	Receiving Entity (Agency, Address, Phone & POC)	Price Paid

B. If Missing, Reason and Last Known Date:

C. If Disposed, Date and Location:

Form Completed By:

Representative Signature

Date

Printed Name

Phone

----- **FDLE CJG Internal Use Only** -----

Agency has no further obligation.

Date Received:

Agency must complete obligation below:

Reviewed By:

Date:

Approved By:

Date: