



Oklahoma Office of
Homeland Security

Prevent, Protect, Prepare

P.O. Box 11415
 Oklahoma City, OK 73136
 (405) 425-7296 Office (405) 425-7295 Fax
www.homelandsecurity.ok.gov

EQUIPMENT DISPOSITION FORM

Submit form to: **Oklahoma Office of Homeland Security (OKOHS)**
P.O. Box 11415
Oklahoma City, OK 73136-0415

Date of Acquisition/Disposition	
Subgrantee Name	
Subgrantee Address	
Contact Name	
Telephone Number	
Fax Number	
Email	
CONTACT SIGNATURE	DATE

Subgrant Award Number	
Item Description (attach list for multiple items)	
Date Purchased	
Serial Number	
Current Location & Condition	

Check Applicable Action	Short Description of Request (Attach additional pages if necessary)	Explanation attached
Transfer¹	Transfer to (Agency & Location)	
Surplus	No longer needed to perform duties of the program	
Obsolete	Not compatible with newer equipment	
Broken	Cost to repair is not economical	
Damaged	Explain	
Lost	Explain	
Stolen	Attach Police Report	
Other	Explain	
Sale/Trade	Amount Received	

1. Transfers of ownership must be to another unit of government and will be effective upon OKOHS written approval and upon acceptance of OKOHS grant terms and conditions by the receiving agency.