



**BRAZOS COUNTY, TEXAS  
ACCEPTANCE OF DONATED/AWARDED PROPERTY  
DONATION OF COUNTY PROPERTY**

Date: 09/23/2022

☐ Acceptance of Donated/Awarded Property  
(Awarded property requires signed court documentation)

☐ Donation of County Property

☐ Acceptance of Donated Inmate Property  
(Requires signed inmate documentation – NO VALUE ASSESSED)

Item Description: \_\_\_\_\_

**Please provide all information requested below as applicable to the property being accepted or donated. Forms containing any blank fields will be returned for completion.**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ SN/VIN #: \_\_\_\_\_

Functional \_\_\_\_\_ Non-Functional. Explain if Non-Functional \_\_\_\_\_

Additional Description/Information: Any monies not used in the current fiscal year shall roll over into the  
current fiscal year shall roll over into the same department for the next. FY 23

Estimated Value: \$ 650.00

Acceptance of Donated Property	Donation of County Property
Check the appropriate account based on estimated value of property being accepted:	Check the appropriate entity property being donated to:
<input checked="" type="checkbox"/> 61235000 (Donation - Other)* <input type="checkbox"/> 60010000 (No Asset Tag - Under \$500) <input type="checkbox"/> 67010000 (Minor Property - \$500 - \$4999) <input type="checkbox"/> 80010000 (Capital Property - Over \$5000)	Government Entity: _____ <div style="text-align: right;">Organization Name</div> Other (Due to Statutory requirements prior approval is required by Purchasing: _____ <div style="text-align: right;">Organization Name</div>

**\*Donation – Other account 61235000 is to be used ONLY for cash/check funds donated to Brazos County.**

I certify that the above-mentioned item has been donated or awarded to Brazos County. This item has been received in good faith and upon approval by Commissioner's Court will become a part of the General Fixed Asset Account of Brazos County. The determination to accept or reject the donation will be made at the sole discretions of Commissioners Court based upon such things as usefulness, projected operating, maintenance and insurance costs.

Requesting Department: Brazos County Constable Pct. 2  
Department Name

Authorized Signature

Receiving Donated Property: [Signature]  
Authorized Signature



Approved by Commissioners Court on this \_\_\_\_\_ day of \_\_\_\_\_.

Commissioners Court Approval