



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](http://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	
<b>CONTACT SIGNATURE</b>	<b>DATE</b>

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

Check Applicable Action	Short Description of Request ( <b>Attach additional pages if necessary</b> )	Explanation attached
<b>Transfer<sup>1</sup></b>	Transfer to (Agency & Location)	
<b>Surplus</b>	No longer needed to perform duties of the program	
<b>Obsolete</b>	Not compatible with newer equipment	
<b>Broken</b>	Cost to repair is not economical	
<b>Damaged</b>	Explain	
<b>Lost</b>	Explain	
<b>Stolen</b>	Attach Police Report	
<b>Other</b>	Explain	
<b>Sale/Trade</b>	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.