



Oklahoma Office of
Homeland Security
Prevent, Protect, Prepare

3600 N Martin Luther King Ave
Oklahoma City, OK 73111
(405) 425-7296 Office
www.homelandsecurity.ok.gov

EQUIPMENT DISPOSITION FORM

Submit form to: Oklahoma Office of Homeland Security (OKOHS)
Email: hsgrants@okohts.ok.gov

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.

Inventory of Equipment to be disposed of

[illegible]



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Transfer/Receipt of Equipment Agreement

In Connection with the Federal Award listed on page1 of the Equipment Disposition Form Homeland Security Grant Program, and the Oklahoma Office of Homeland Security _____, is the designated recipient of OKOHS Grant transferred from _____ consisting of the _____, which is valued at \$ _____.

By my signature below, I hereby acknowledge on behalf of the _____ the receipt and acceptance of the Equipment, which was delivered to _____ on this ___ day of _____, 2025. I also understand and agree that the equipment is being funded with federal homeland security grant funding, and that the equipment will be subject to the same grant guidance as the Homeland Security Grant Program. The grant guidance includes a duty in the part of the receiving entity to maintain inventory records on equipment.

Receiving Entity Representative Name (print)

Transferring Entity Representative Name (Print)

Receiving Entity Representative (signature)

Transferring Entity Representative Signature

Receiving Entity Representative Title

Transferring Entity Representative Title