Iowa Department of Human Services

Destruction of State Surplus Property

(1) Department Iowa Department of Human Services	(2) Division	(3) Date
(4) Address for Pickup/Delivery		
(5) Contact Person & Phone Number	(6) Authorized By	

(7) Quantity	(8) Item/Description	(9) Condition Scrap *	(10) State ID Number

*** Definition of scrap:** The value of the property is so little or the cost of care and handling is so great that retention and advertising for sale is clearly uneconomical.

Method of destruction:

Witness:
I have witnessed the destruction of the described property in the manner and on the date stated herein.

Signed

Certification:
I certify that the property described above was destroyed in a manner authorized by the code of Iowa and other applicable regulations.

Signed

Distribution: Retain a copy in the local file, send one copy to State Surplus, and forward one copy to the DHS Storekeeper. DHS facilities do not need to send a copy to the DHS Storekeeper.