



UNION COUNTY SCHOOL DISTRICT

Building The Future One Child At A Time

CAPITAL ASSET LOST OR STOLEN PROPERTY AFFIDAVIT

LOCATION OF ASSETS:

SCHOOL \_\_\_\_\_ BUILDING \_\_\_\_\_ ROOM NO. \_\_\_\_\_

Table with 6 columns: Description, Tag No., Serial No., Brand Name, Date Purchased, Cost/Value

Briefly state the conditions associated with the disappearance of the missing asset.

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TO BE SIGNED IN THE PRESENCE OF NOTARY

I HEREBY STATE UNDER OATH THAT THE ABOVE FACTS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Signature of Teacher/Employee Responsible for Asset

Date

THIS DATE PERSONALLY APPEARED BEFORE ME, the undersigned authority, in and for \_\_\_\_\_ County, in the State of Mississippi, the above named individual, who, being first duly sworn, state on their oaths that the above facts are true and correct to the best of their knowledge.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Notary Public

Date

Disposition of this property shall be recorded in the minutes of the Union County Board of Education.

Signature of President, Union County Board of Education

Date

KEN BASIL Superintendent

WINDY FAULKNER Assistant Superintendent

BOARD OF TRUSTEES MICKEY BASIL MIKE BROWNING TERRY COOK WAYNE MAHON DAPHNIA McMILLEN