



**CERTIFICATE OF ACQUISITION  
BY POLITICAL SUBDIVISION OR ASSISTANCE ORGANIZATION**

Revised 04/2020

Transfer Type:                      Transfer out of UNT  
(Check One)                      Transfer into UNT

Name of person preparing form:

Property No. / Asset Tag#	Description of Surplus Property	Intended Use	Transfer Price (if any)	Acq. Date

**This is to certify the above property has been acquired from:**

\_\_\_\_\_ by \_\_\_\_\_  
Name of State Agency                      Agency No.                      Name of Political Subdivision or Assistance Organization

**Check the appropriate box that describes your organization and provide documentation of qualifying status.**

- (1)  **Political Subdivision**      Category: \_\_\_\_\_  
(Ex. city, county, school district, volunteer fire department)
- (2) **Assistance Organization**
- (A)  A nonprofit organization that provides: 1) educational, or 2) health, or 3) human services, or 4) assistance to homeless individuals;
- (B)  A nonprofit food bank that solicits, warehouses, and redistributes edible but unmarketable food to an agency that feeds needy families and individuals;
- (C)  Texas Partners of the Americas, a registered agency with the Advisory Committee on Voluntary Foreign Aid, with the approval of the Partners of the Alliance office of the Agency for International Development;
- (D)  A group, including a faith-based group, which enters into a financial or nonfinancial agreement with a health or human services agency to provide services to that agency's clients;
- (E)  A non-profit organization approved by the Supreme Court of Texas that provides free legal services for low-income households in civil matters;
- (F)  The Texas Boll Weevil Eradication Foundation, Inc., or an entity designated by the commissioner of agriculture as the foundation's successor entity under Section 74.1011, Agriculture Code;
- (G)  A local workforce development board created under 2308.253 of the Texas Government Code;
- (H)  A nonprofit computer bank that solicits, stores, refurbishes, and redistributes used computer equipment to public school students and their families; or
- (I)  A nonprofit organization that provides affordable housing.

**Assistance organizations obtaining property must provide state agency with a copy of eligibility approval letter from the Texas Facilities Commission. Political subdivisions are not required to obtain an approval letter from TFC. Effective June 15, 2013, political subdivisions and assistance organizations may not lease, lend, bail, deconstruct, encumber, sell, trade, or otherwise dispose of property acquired under the program before the second anniversary of the date the property was acquired.**

**THE APPLICANT HEREBY CERTIFIES THE INFORMATION PROVIDED IS CORRECT AND COMPLETE:**

\_\_\_\_\_, TX \_\_\_\_\_  
Mailing Address of Political Subdivision or Assistance Organization                      City                      Zip Code

\_\_\_\_\_  
Representative Signature                      Date                      Name of Representative & Title                      (\_\_\_\_\_) Telephone No.

**FOR STATE AGENCY TO COMPLETE:**

\_\_\_\_\_  
Authorized Representative Signature                      Date                      Name of Representative & Title                      Location of Property (City)

Signature of agency representative certifies that a copy of the required approval letter from TFC notated above was furnished.