



STATE OF MISSOURI
STATE SURPLUS PROPERTY
REPORT OF STATE OWNED SURPLUS PROPERTY

2846 HIGHWAY 179
PO BOX 1310
JEFFERSON CITY, MISSOURI 65109
573-751-3415 OR 888-295-7796

DEPARTMENT Judiciary		DATE 10/24/2025	
DIVISION Information Technology		CONTACT Tom Hasler	
PROPERTY LOCATION (STREET, CITY, STATE, ZIP CODE) 2443 Industrial Drive - Rear, Jefferson City, MO 65109		PHONE NUMBER (573) 680-4221	
ACQUISITION FUNDING (ONLY 1 FUNDING PER PAGE)	SAM II DEPOSIT CODES (REQUIRED)		SAM II DEPOSIT CODES (OPTIONAL)
	FUND 101		REPORTING CATEGORY
INVENTORY NUMBER	COMPLETE DESCRIPTION REQUIRED	QUANTITY	CONDITION CODE
38365	HP ELITEDESK 800 G2	1	R
40481	HP ELITEDESK 800 G4	1	R
40641	HP ELITEDESK 800 G4	1	R
51100	HP ELITEDESK 800 G5	1	R
51105	HP ELITEDESK 800 G5	1	R
51112	HP ELITEDESK 800 G5	1	R
51161	HP ELITEDESK 800 G5	1	R
51230	HP ELITEDESK 800 G5	1	R
51262	HP ELITEDESK 800 G5	1	R
51272	HP ELITEDESK 800 G5	1	R
51275	HP ELITEDESK 800 G5	1	R
51302	HP ELITEDESK 800 G5	1	R
51305	HP ELITEDESK 800 G5	1	R
51306	HP ELITEDESK 800 G5	1	R
51309	HP ELITEDESK 800 G5	1	R
51310	HP ELITEDESK 800 G5	1	R
51311	HP ELITEDESK 800 G5	1	R
51315	HP ELITEDESK 800 G5	1	R
51322	HP ELITEDESK 800 G5	1	R
51326	HP ELITEDESK 800 G5	1	R
51327	HP ELITEDESK 800 G5	1	R
51333	HP ELITEDESK 800 G5	1	R
51335	HP ELITEDESK 800 G5	1	R
51337	HP ELITEDESK 800 G5	1	R
51338	HP ELITEDESK 800 G5	1	R
S-OCT-24-02			
I VERIFY THAT COPIERS/PRINTERS HAVE BEEN SANITIZED OF ALL MEMORY WITH APPROPRIATE SOFTWARE ☒ YES ☐ NO		SANITIZERS SIGNATURE	DATE SANITIZED 10/24/2025
COMPUTERS SANITIZED PURSUANT TO MISSOURI'S ADAPTIVE ENTERPRISE ARCHITECTURE COMPLIANCE COMPONENT - DISPOSAL PHASE ☒ YES ☐ NO		SANITIZERS SIGNATURE	DATE SANITIZED 10/24/2025
SHIPPER'S SIGNATURE (REQUIRED)		RECEIVING SIGNATURE	

**PROCEDURES FOR AGENCIES WITH PROPERTY TO SURPLUS
TO THE MISSOURI STATE AGENCY FOR SURPLUS PROPERTY**

Items to be surplus must be listed on an SS1 (MO 300-1249) "Report of State Owned Surplus Property". SS1 must include: Complete address (street, city, zip code), contact person who knows about the property, telephone number, property funding (SAM II Codes) and complete description of items. A separate SS1 must be submitted for each funding source (general revenue, federal funds, etc.). A separate SS1 must be submitted for vehicles.

All SS1s must be signed by an authorized person in the box marked "shipper's signature".

Indicate the condition of item(s) by the following codes:

N (New),

S (Serviceable) — Working condition

R (Repairable) — Not working but could be repaired

C (Condemned) — Damaged beyond repair

- List any major deficiencies: Parts missing, damage, etc. that are known.
- List any special situations that might apply: Removable deadlines; when available if still in use, special removal requirements because of size, weight, or installation, material handling equipment requirements, storage charges, etc.
- Vehicles must have all lettering and decals removed that identify it as a State of Missouri vehicle. Attach unsigned title to the SS1.
- It is the reporting agency's responsibility to sanitize ALL equipment with memory using appropriate software for computers, copiers and printers (the sanitized area of the SS1 must be signed verifying completion of this process).
- It is the reporting agency's responsibility to remove ALL files & other items from file cabinets, desks, vehicles, etc.
- It is the reporting agency's responsibility to deliver property to MOSASP as required.

Forward a copy of the SS1 to MOSASP and retain a copy for your records.

MOSASP will notify the contact person with instructions for disposition of the property.

MOSASP authorized personnel will sign the SS1 in the box marked "receiving signature" after disposition of the property is completed.

INCOMPLETE SS1s WILL BE RETURNED TO THE SENDING AGENCY TO BE COMPLETED. NO EXCEPTIONS.



STATE OF MISSOURI
STATE SURPLUS PROPERTY
REPORT OF STATE OWNED SURPLUS PROPERTY

2846 HIGHWAY 179
PO BOX 1310
JEFFERSON CITY, MISSOURI 65109
573-751-3415 OR 888-295-7796

DEPARTMENT Judiciary		DATE 10/24/2025	
DIVISION Information Technology		CONTACT Tom Hasler	
PROPERTY LOCATION (STREET, CITY, STATE, ZIP CODE) 2443 Industrial Drive - Rear, Jefferson City, MO 65109		PHONE NUMBER (573) 680-4221	
ACQUISITION FUNDING (ONLY 1 FUNDING PER PAGE)	SAM II DEPOSIT CODES (REQUIRED)		SAM II DEPOSIT CODES (OPTIONAL)
	FUND 101		REPORTING CATEGORY
INVENTORY NUMBER	COMPLETE DESCRIPTION REQUIRED	QUANTITY	CONDITION CODE
51344	HP ELITEDESK 800 G5	1	R
51345	HP ELITEDESK 800 G5	1	R
51357	HP ELITEDESK 800 G5	1	R
51358	HP ELITEDESK 800 G5	1	R
51370	HP ELITEDESK 800 G5	1	R
51381	HP ELITEDESK 800 G5	1	R
51392	HP ELITEDESK 800 G5	1	R
51422	HP ELITEDESK 800 G5	1	R
51434	HP ELITEDESK 800 G5	1	R
51435	HP ELITEDESK 800 G5	1	R
51443	HP ELITEDESK 800 G5	1	R
51447	HP ELITEDESK 800 G5	1	R
51453	HP ELITEDESK 800 G5	1	R
51454	HP ELITEDESK 800 G5	1	R
51455	HP ELITEDESK 800 G5	1	R
51456	HP ELITEDESK 800 G5	1	R
51462	HP ELITEDESK 800 G5	1	R
51465	HP ELITEDESK 800 G5	1	R
51466	HP ELITEDESK 800 G5	1	R
51467	HP ELITEDESK 800 G5	1	R
51468	HP ELITEDESK 800 G5	1	R
51469	HP ELITEDESK 800 G5	1	R
51472	HP ELITEDESK 800 G5	1	R
51476	HP ELITEDESK 800 G5	1	R
51479	HP ELITEDESK 800 G5	1	R
S-OCT-24-02			
I VERIFY THAT COPIERS/PRINTERS HAVE BEEN SANITIZED OF ALL MEMORY WITH APPROPRIATE SOFTWARE ☒ YES ☐ NO		SANITIZERS SIGNATURE	DATE SANITIZED 10/24/2025
COMPUTERS SANITIZED PURSUANT TO MISSOURI'S ADAPTIVE ENTERPRISE ARCHITECTURE COMPLIANCE COMPONENT - DISPOSAL PHASE ☒ YES ☐ NO		SANITIZERS SIGNATURE	DATE SANITIZED 10/24/2025
SHIPPER'S SIGNATURE (REQUIRED)		RECEIVING SIGNATURE	

**PROCEDURES FOR AGENCIES WITH PROPERTY TO SURPLUS
TO THE MISSOURI STATE AGENCY FOR SURPLUS PROPERTY**

Items to be surplus must be listed on an SS1 (MO 300-1249) "Report of State Owned Surplus Property". SS1 must include: Complete address (street, city, zip code), contact person who knows about the property, telephone number, property funding (SAM II Codes) and complete description of items. A separate SS1 must be submitted for each funding source (general revenue, federal funds, etc.). A separate SS1 must be submitted for vehicles.

All SS1s must be signed by an authorized person in the box marked "shipper's signature".

Indicate the condition of item(s) by the following codes:

N (New),

S (Serviceable) — Working condition

R (Repairable) — Not working but could be repaired

C (Condemned) — Damaged beyond repair

- List any major deficiencies: Parts missing, damage, etc. that are known.
- List any special situations that might apply: Removable deadlines; when available if still in use, special removal requirements because of size, weight, or installation, material handling equipment requirements, storage charges, etc.
- Vehicles must have all lettering and decals removed that identify it as a State of Missouri vehicle. Attach unsigned title to the SS1.
- It is the reporting agency's responsibility to sanitize ALL equipment with memory using appropriate software for computers, copiers and printers (the sanitized area of the SS1 must be signed verifying completion of this process).
- It is the reporting agency's responsibility to remove ALL files & other items from file cabinets, desks, vehicles, etc.
- It is the reporting agency's responsibility to deliver property to MOSASP as required.

Forward a copy of the SS1 to MOSASP and retain a copy for your records.

MOSASP will notify the contact person with instructions for disposition of the property.

MOSASP authorized personnel will sign the SS1 in the box marked "receiving signature" after disposition of the property is completed.

INCOMPLETE SS1s WILL BE RETURNED TO THE SENDING AGENCY TO BE COMPLETED. NO EXCEPTIONS.



STATE OF MISSOURI
STATE SURPLUS PROPERTY
REPORT OF STATE OWNED SURPLUS PROPERTY

2846 HIGHWAY 179
PO BOX 1310
JEFFERSON CITY, MISSOURI 65109
573-751-3415 OR 888-295-7796

DEPARTMENT Judiciary		DATE 10/24/2025	
DIVISION Information Technology		CONTACT Tom Hasler	
PROPERTY LOCATION (STREET, CITY, STATE, ZIP CODE) 2443 Industrial Drive - Rear, Jefferson City, MO 65109		PHONE NUMBER (573) 680-4221	
ACQUISITION FUNDING (ONLY 1 FUNDING PER PAGE)	SAM II DEPOSIT CODES (REQUIRED)		SAM II DEPOSIT CODES (OPTIONAL)
	FUND 101		REPORTING CATEGORY
INVENTORY NUMBER	COMPLETE DESCRIPTION REQUIRED	QUANTITY	CONDITION CODE
51486	HP ELITEDESK 800 G5	1	R
51487	HP ELITEDESK 800 G5	1	R
51488	HP ELITEDESK 800 G5	1	R
51492	HP ELITEDESK 800 G5	1	R
51502	HP ELITEDESK 800 G5	1	R
51506	HP ELITEDESK 800 G5	1	R
51507	HP ELITEDESK 800 G5	1	R
51508	HP ELITEDESK 800 G5	1	R
51511	HP ELITEDESK 800 G5	1	R
51515	HP ELITEDESK 800 G5	1	R
51517	HP ELITEDESK 800 G5	1	R
51519	HP ELITEDESK 800 G5	1	R
51527	HP ELITEDESK 800 G5	1	R
51534	HP ELITEDESK 800 G5	1	R
51544	HP ELITEDESK 800 G5	1	R
51545	HP ELITEDESK 800 G5	1	R
51546	HP ELITEDESK 800 G5	1	R
51563	HP ELITEDESK 800 G5	1	R
51565	HP ELITEDESK 800 G5	1	R
51596	HP ELITEDESK 800 G5	1	R
51597	HP ELITEDESK 800 G5	1	R
51598	HP ELITEDESK 800 G5	1	R
51601	HP ELITEDESK 800 G5	1	R
51604	HP ELITEDESK 800 G5	1	R
51605	HP ELITEDESK 800 G5	1	R
S-OCT-24-02			
I VERIFY THAT COPIERS/PRINTERS HAVE BEEN SANITIZED OF ALL MEMORY WITH APPROPRIATE SOFTWARE ☒ YES ☐ NO		SANITIZERS SIGNATURE	DATE SANITIZED 10/24/2025
COMPUTERS SANITIZED PURSUANT TO MISSOURI'S ADAPTIVE ENTERPRISE ARCHITECTURE COMPLIANCE COMPONENT - DISPOSAL PHASE ☒ YES ☐ NO		SANITIZERS SIGNATURE	DATE SANITIZED 10/24/2025
SHIPPER'S SIGNATURE (REQUIRED)		RECEIVING SIGNATURE	

**PROCEDURES FOR AGENCIES WITH PROPERTY TO SURPLUS
TO THE MISSOURI STATE AGENCY FOR SURPLUS PROPERTY**

Items to be surplus must be listed on an SS1 (MO 300-1249) "Report of State Owned Surplus Property". SS1 must include: Complete address (street, city, zip code), contact person who knows about the property, telephone number, property funding (SAM II Codes) and complete description of items. A separate SS1 must be submitted for each funding source (general revenue, federal funds, etc.). A separate SS1 must be submitted for vehicles.

All SS1s must be signed by an authorized person in the box marked "shipper's signature".

Indicate the condition of item(s) by the following codes:

N (New),

S (Serviceable) — Working condition

R (Repairable) — Not working but could be repaired

C (Condemned) — Damaged beyond repair

- List any major deficiencies: Parts missing, damage, etc. that are known.
- List any special situations that might apply: Removable deadlines; when available if still in use, special removal requirements because of size, weight, or installation, material handling equipment requirements, storage charges, etc.
- Vehicles must have all lettering and decals removed that identify it as a State of Missouri vehicle. Attach unsigned title to the SS1.
- It is the reporting agency's responsibility to sanitize ALL equipment with memory using appropriate software for computers, copiers and printers (the sanitized area of the SS1 must be signed verifying completion of this process).
- It is the reporting agency's responsibility to remove ALL files & other items from file cabinets, desks, vehicles, etc.
- It is the reporting agency's responsibility to deliver property to MOSASP as required.

Forward a copy of the SS1 to MOSASP and retain a copy for your records.

MOSASP will notify the contact person with instructions for disposition of the property.

MOSASP authorized personnel will sign the SS1 in the box marked "receiving signature" after disposition of the property is completed.

INCOMPLETE SS1s WILL BE RETURNED TO THE SENDING AGENCY TO BE COMPLETED. NO EXCEPTIONS.



STATE OF MISSOURI
STATE SURPLUS PROPERTY
REPORT OF STATE OWNED SURPLUS PROPERTY

2846 HIGHWAY 179
PO BOX 1310
JEFFERSON CITY, MISSOURI 65109
573-751-3415 OR 888-295-7796

DEPARTMENT Judiciary		DATE 10/24/2025	
DIVISION Information Technology		CONTACT Tom Hasler	
PROPERTY LOCATION (STREET, CITY, STATE, ZIP CODE) 2443 Industrial Drive - Rear, Jefferson City, MO 65109		PHONE NUMBER (573) 680-4221	
ACQUISITION FUNDING (ONLY 1 FUNDING PER PAGE)	SAM II DEPOSIT CODES (REQUIRED)		SAM II DEPOSIT CODES (OPTIONAL)
	FUND 101		REPORTING CATEGORY
INVENTORY NUMBER	COMPLETE DESCRIPTION REQUIRED	QUANTITY	CONDITION CODE
51606	HP ELITEDESK 800 G5	1	R
51616	HP ELITEDESK 800 G5	1	R
51618	HP ELITEDESK 800 G5	1	R
51619	HP ELITEDESK 800 G5	1	R
51621	HP ELITEDESK 800 G5	1	R
51622	HP ELITEDESK 800 G5	1	R
51624	HP ELITEDESK 800 G5	1	R
51645	HP ELITEDESK 800 G5	1	R
51655	HP ELITEDESK 800 G5	1	R
52325	HP ELETEDESK COMPUTER 800 H6	1	R
S-OCT-24-02			
I VERIFY THAT COPIERS/PRINTERS HAVE BEEN SANITIZED OF ALL MEMORY WITH APPROPRIATE SOFTWARE ☒ YES ☐ NO		SANITIZERS SIGNATURE	DATE SANITIZED 10/24/2025
COMPUTERS SANITIZED PURSUANT TO MISSOURI'S ADAPTIVE ENTERPRISE ARCHITECTURE COMPLIANCE COMPONENT - DISPOSAL PHASE ☒ YES ☐ NO		SANITIZERS SIGNATURE	DATE SANITIZED 10/24/2025
SHIPPER'S SIGNATURE (REQUIRED)		RECEIVING SIGNATURE	

**PROCEDURES FOR AGENCIES WITH PROPERTY TO SURPLUS
TO THE MISSOURI STATE AGENCY FOR SURPLUS PROPERTY**

Items to be surplus must be listed on an SS1 (MO 300-1249) "Report of State Owned Surplus Property". SS1 must include: Complete address (street, city, zip code), contact person who knows about the property, telephone number, property funding (SAM II Codes) and complete description of items. A separate SS1 must be submitted for each funding source (general revenue, federal funds, etc.). A separate SS1 must be submitted for vehicles.

All SS1s must be signed by an authorized person in the box marked "shipper's signature".

Indicate the condition of item(s) by the following codes:

N (New),

S (Serviceable) — Working condition

R (Repairable) — Not working but could be repaired

C (Condemned) — Damaged beyond repair

- List any major deficiencies: Parts missing, damage, etc. that are known.
- List any special situations that might apply: Removable deadlines; when available if still in use, special removal requirements because of size, weight, or installation, material handling equipment requirements, storage charges, etc.
- Vehicles must have all lettering and decals removed that identify it as a State of Missouri vehicle. Attach unsigned title to the SS1.
- It is the reporting agency's responsibility to sanitize ALL equipment with memory using appropriate software for computers, copiers and printers (the sanitized area of the SS1 must be signed verifying completion of this process).
- It is the reporting agency's responsibility to remove ALL files & other items from file cabinets, desks, vehicles, etc.
- It is the reporting agency's responsibility to deliver property to MOSASP as required.

Forward a copy of the SS1 to MOSASP and retain a copy for your records.

MOSASP will notify the contact person with instructions for disposition of the property.

MOSASP authorized personnel will sign the SS1 in the box marked "receiving signature" after disposition of the property is completed.

INCOMPLETE SS1s WILL BE RETURNED TO THE SENDING AGENCY TO BE COMPLETED. NO EXCEPTIONS.