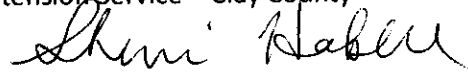


Memo

Date: January 16, 2014

To: Clay County Commissioners

From: Texas AgriLife Extension Service – Clay County  
Sherri Halsell

A handwritten signature in cursive script, appearing to read "Sherri Halsell", written in black ink.

Subject: Broken HP Printer

The Texas AgriLife Extension Service – Clay County extension office has a HP Printer that no longer works. I would like to request that it be approved for scrap, removed from our inventory list and allowed to be put in dumpster. We have already replaced it with a printer that works.

