

BURNET COUNTY



AUTHORIZATION AND ASSIGNMENT OF COUNTY PROPERTY

			(Auditor's Use)
Name of Item	Description	Property #	Cost
1.) 2010 Ford F150 - Unit 56	VIN 5052	9706-10	
2.) 2009 Ford F150 - Unit 42	VIN 3535	9467-09	
3.)			
4.)			
5.)			
6.)			
7.)			
8.)			

Dept. Transferred From:

Sheriff's Office

Dept. Assigned To:

Maintenance

Requested By: Tracy Weems

DATE: April 17, 2020

Comments:

COMMISSIONERS COURT APPROVAL:

☐ New in Service

☒ Transfer

☐ Return to Donor

☐ Out of Service

☐ Hold For Auction

☐ Dispose

☐ Donation

Authorization Signature:

Date: 4-28-2020

Comments:

PROPERTY MOVED BY MAINTENANCE DEPT.:

Authorization Signature:

Date:

Comments:

CHANGES MADE TO RECORDS BY AUDITOR'S OFFICE:

Changed in Books:

Date of change:

Comments:

Per LGC 263.153 (c)--Burnet County, Texas contracts with online auction sites as licensed under Chapter 1802 of the Occupations Code to sell surplus and/or salvage property. The property is posted on the auction site for at least 10 days to comply with the publication requirement for the notice of sale.

BURNET COUNTY



AUTHORIZATION AND ASSIGNMENT OF COUNTY PROPERTY

Name of Item	Description	Property #	(Auditor's Use)
			Cost
1.) Bookcase	Small w/3 shelves	1219	
2.) Desk w/Left Return	Metal Desk	1149	
3.) Desk w/Left Return	Metal Desk	1147	
4.) Desk	Metal Desk	NA	
5.) Desk w/Hutch	Faux Wood	NA	
6.) L-Desk w/mobile file cabinet	Faux Wood	NA	
7.) Lateral File Cabinet	F-Drawer	NA	
8.) HP Envy 4502 Scanner/Printer	Color, with ink	NA	
9.) HP LaserJet Pro 400	B&W Printer w/Ink	NA	

Dept. Transferred From:

Herman Brown Library

Dept. Assigned To:

Auction or Another Department

Requested By: Florence Reeves

DATE: April 2, 2020

Comments: Replaced by updated items or no longer used.

COMMISSIONERS COURT APPROVAL:

☐ New in Service ☒ Transfer
☐ Return to Donor ☐ Out of Service ☒ Hold For Auction
☐ Dispose ☐ Donation

Authorization Signature:

Date: 4/28/2020

Comments:

PROPERTY MOVED BY MAINTENANCE DEPT.:

Authorization Signature:

Date:

Comments:

CHANGES MADE TO RECORDS BY AUDITOR'S OFFICE:

Changed in Books:

Date of change:

Comments:

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