

# Williamson County

## Asset Status Change Form

The following asset(s) is(are) to be considered for: (Select one)

- ☒ **TRANSFER** between county departments      ☐ **TRADE-IN** for new assets for the county  
☐ **SALE** at the earliest auction      ☐ **DONATION** to a non-county entity

### Asset list:

Quantity	Description (year, make model & etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#
2	Oki-Data Printers	AE65013518E0 & 705A12412290	

### Parties involved:

**FROM** (Transferor Department): Auction

**Transferor - Elected Official/Department Head/**

**Authorized Staff:**

Jerry Villarreal

Print Name Jerry D. Villarreal

Signature [Signature]

Date 07 / 03 / 08

**Contact Person:**

Jerry Villarreal

Print Name  
943-3314

Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donee): Fleet Services

**Transferee - Elected Official/Department Head/**

**Authorized Staff OR Donee - Representative:** (If being approved for Sale or Trade-in, no signature is necessary.)

Mike Fox

Print Name [Signature]

Signature [Signature]

Date 07 / 03 / 08

**Contact Person:**

Mike Fox

Print Name  
943-3362

Phone Number

**For assets donated to a non-county entity:**

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$ \_\_\_\_\_

## Forward to County Auditor's Office

This Change Status was approved as agenda item # \_\_\_\_\_ in Commissioner's Court on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

If for Sale, the asset(s) was(were) delivered to warehouse on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

by \_\_\_\_\_