

# 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#
1	Dell Keyboard & mouse	DS/N TH-02R400-37171-2AA-4213	
1	Dell XP Harddrive	000454419-882-403	C00029
1	Monitor - Model No/M782	DP/N 01K525	

## Parties involved:

**FROM** (Transferor Department): Commissioner Precinct Two

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

**Authorized Staff:**

Cynthia P. Long

Print Name

Cynthia Long

Signature

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Contact Person:**

Kathy Grimes

Print Name

260-4280

Phone Number

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

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

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

Print Name

Signature

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Contact Person:**

Print Name

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 \_\_\_\_\_

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### Asset list:

Quantity	Description (year, make model & etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#
2	Dell Monitor 15"	CN-0P0151-641-43D-007D	
		CN-09M556-64180-2AP-04EB	
1	Dell Monitor 19"	MX-08D466-47741-1B7-304Z	

### Parties involved:

**FROM** (Transferor Department): Elections

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

**Authorized Staff:**

Rick Barron *KAY EASTES*

Print Name *Kay Eastes*

Signature *Kay Eastes*

Date 09 / 03 / 08

**Contact Person:**

Candi Zaccheus

Print Name  
943-1629

Phone Number

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

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

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

Print Name

Signature

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Contact Person:**

Print Name

Phone Number

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

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 ☐ **TRADE-IN** for new assets for the county  
☒ **SALE** at the earliest auction
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### Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
2	ping pong tables	none		Non-Working
	PURCHASED THROUGH COMMISSARY FUND			
	Beyond repair			

*Capt. D. Bortling #4241*

### Parties involved:

**FROM** (Transferor Department): 570 - Corrections

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

**Authorized Staff:**

L.C. Marshall

Print Name

Signature

Date

**Contact Person:**

Theresa Goldade

Print Name

+1 (512) 943-1324

Phone Number

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

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

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

**Contact Person:**

Print Name

Print Name

Signature

Phone Number

Date

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

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