

Williamson County

Asset Status Change Form

The following asset(s) is(are) 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#	Condition of Assets (Working, Non-Working, Unknown)
1	PCS Vision Cell Phone	Sanyo DEC# 00515948945 HEX# 05F35C91		Working

Parties involved:

FROM (Transferor Department): AUDITOR'S OFFICE

Transferor - Elected Official/Department Head/Authorized Staff:

Julie Kiley

Print Name

Julie Kiley

Signature

Date September 8, 2008

Contact Person:

Stephanie McCandless

Print Name

943-1595

Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): Victim's Assistance

Transferee - Elected Official/Department Head/

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

Shelley James

Print Name

Shelley James

Signature

Date

Contact Person:

Shelley James

Print Name

943-1373

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 _____