

WILLIAMSON COUNTY

ASSET STATUS CHANGE FORM

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

☒ TRANSFER between county departments

☐ SALE at the earliest auction

☐ TRADE-IN for new assets for the county

☒ DONATION to a non-county entity

Asset list::

Quantity	Description (year, make, model & etc)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#
23	NEXTEL phones	N/A	
3	" " BLACKBERRY" phones	N/A	
13	phone belt clips	N/A	
12	cell phone wall chargers	N/A	
2	" " CAR " "	N/A	
4	MOTOROLA batteries	N/A	

Parties involved:

FROM (Transferor Department): _____ Constable Precinct One

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

FROM Transferor – Elected Official/Department Head/authorized staff:

Print Shelley James

Sign _____

Date _____

TO Transferee – Elected Official/Department Head/authorized staff OR Donee – Representative: (If being approved for Sale or Trade-in, no signature is necessary.)

Print _____

Sign _____

Date _____

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 in Commissioner's Court on _____.

If for Sale, the asset(s) was(were) delivered to warehouse on _____

by _____.