

Williamson County

Asset Status Change Form

Print Form

The following asset(s) is(are) considered for: (select one)

- ☐ TRANSFER between county departments
 ☐ TRADE-IN for new assets of similar type for the county
 ☐ DESTRUCTION due to Public Health / Safety
☒ 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	Shredmaster Shredder	QW22775		Non-Working
1	Monitor Riser	N/A		Working

Parties involved:

FROM (Transferor Department): Internal Audit

Transferor - Elected Official/Department Head/

Authorized Staff:

Contact Person:

Kathy Wierzowieki

Stephanie McCandless

Print Name

Print Name

Signature

Date 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

Date Phone Number

* If the above asset(s) is (are) listed for sale at auction and no bids are made, the Purchasing Director may dispose of or donate this (these) asset(s). A list of the (these) asset(s) to be donated or disposed of will be sent to the Auditor's Office with a date of donation or disposal.

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 _____

Williamson County

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Asset List:

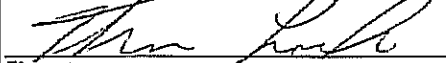
Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working, Unknown)
1	MOBILE VISION IN CAR VIDEO SYSTEM	S/N - 094551 MODEL - MV7A		Non-Working
1	MOBILE VISION IN CAR VIDEO SYSTEM	S/N - 114390 MODEL - MV7A		Unknown

Parties involved:
FROM (Transferor Department): WILLIAMSON COUNTY CONSTABLE PCT. 3

**Transferor - Elected Official/Department Head/
Authorized Staff:**

THERESA LOCK

Print Name



Signature

July 15, 2009

Date

Contact Person:

THERESA LOCK

Print Name

943-1436

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.)

Contact Person:

Print Name

Print Name

Signature

Date

Phone Number

* If the above asset(s) is (are) listed for sale at auction and no bids are made, the Purchasing Director may dispose of or donate this (these) asset(s). A list of the (these) asset(s) to be donated or disposed of will be sent to the Auditor's Office with a date of donation or disposal.

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1	Dell Inspiron 1100 laptop with case & charger	Please write in service tag # 42JRV01 - the laptop is with Anita Anderson	201565	Working

Parties involved:

FROM (Transferor Department): Auction

Transferor - Elected Official/Department Head/
Authorized Staff:

Contact Person:

Tammy McCulley

Tammy McCulley

Print Name

Print Name

Tammy McCulley
Signature

July 16, 2009 +1 (512) 943-1455
Date Phone Number

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

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

Contact Person:

Charly Skaggs

Anita Anderson

Print Name

Print Name

Charly Skaggs
Signature

July 16, 2009 +1 (512) 943-3200
Date Phone Number

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