

# Williamson County

## Asset Status Change Form

[Print Form](#)
**The following asset(s) is(are) considered for: (select one)**

- ☐ TRANSFER bet ween 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)
1	DELL DIMENSION 4400	S/N FVT5D11	C00633	Working
1	DELL DIMENSION 4400	S/N CVT5D11	C00630	Working
1	DELL DIMENSION 4400	S/N DVT5D11	C00632	Working
1	DELL OPTIPLEX GX520	S/N F9C2191	C01042	Working
1	DELL DIMENSION 4600	S/N 1BD5R31	C00631	Working

**Parties involved:**
**FROM** (Transferor Department): CONSTABLE PRECINCT FOUR - 554

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

MARK BIRCHARD

MARK BIRCHARD

Print Name

Print Name

Signature

Date

238-2181

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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- ☐ TRANSFER bet ween county departments   
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☒ 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)
1	HP DESKJET 960C	MY21C190KQ	N/A	Working
				Working
				Working
				Working
				Working

**Parties involved:****FROM** (Transferor Department): CONSTABLE PRECINCT FOUR - 554**Transferor - Elected Official/Department Head/****Authorized Staff:****Contact Person:**

MARK BIRCHARD

MARK BIRCHARD

Print Name

Print Name

Signature

Date

238-2181

Phone Number

3/30/10

**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

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☐ 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)
1	Wooden printer stand	—		working

### Parties involved:

FROM (Transferor Department):

Auction

Transferor - Elected Official/Department Head/

Authorized Staff:

Contact Person:

Print Name

Tony Hill

Print Name

Signature

[Signature]

Date

3-30-10

Phone Number

512-943-3314

TO (Transferee Department/Auction/Trade-in/Donor):

Tax office

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

Gaynelle Flagg

Print Name

Signature

[Signature]

Date

3/30/10

Phone Number

943-3720

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 \_\_\_\_\_

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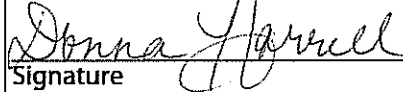
**Asset List:**

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	Dell Optiplex GX260	6JQG721	542	Working
1	Monitor			
1	Keyboard, Mouse			

**Parties involved:****FROM** (Transferor Department): Veterans Services**Transferor - Elected Official/Department Head/****Authorized Staff:**

Donna Harrell

Print Name



Signature

April 5, 2010

Date

**Contact Person:**

Donna Harrell

Print Name

512-238-3154

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 Vehicle Status Change Form

To be completed by **department** releasing vehicle:

1) Identify Vehicle:				
2G1WF55K139311567		#341 Mobile Outreach		MA0349
Vehicle Identification Number		Department		Door Number
BN8H101	2003	Chevrolet	Impala	White
License Plate Number	Year	Make	Model	Color
2) Reason for Status Change:				
<input type="checkbox"/> Accident				
Attach:				
1. A Damage to County Property Incident Report				
2. The Official Accident Report				
3. A Vehicle Insurance / Litigation Release Form				
<input checked="" type="checkbox"/> High Mileage: List actual mileage 148850				
<input type="checkbox"/> Not mechanically sound				
<input checked="" type="checkbox"/> Other: Explain				
The replacement vehicle has been received and put into service. This vehicle is ready for auction sale				
3) Elected Official/Department Head/Authorized Staff				
Print John Sneed		Signature		Date Mar 30, 2010

To be completed by **Fleet**: Forward to Fleet Services Manager - Mike Fox

1) Method of Status Change: This vehicle is to be considered for: (Select one)	
<input checked="" type="radio"/> SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation	<input type="radio"/> TRANSFER between county departments
<input type="radio"/> TRADE-IN for new assets of same general type for the county	Comments:
<input type="radio"/> SALE to a government entity / civil or charitable organization in the county at fair market value	Receiving Department:
<input type="radio"/> OTHER	Elected Official/Department Head/Authorized Staff or Donee Representative:
	Print Name:
	Signature and Date:
	Contact name and Number:
2) <input type="checkbox"/> Vehicle Marked for Auction and moved to Auction Yard	
<input type="checkbox"/> Forward forms and reports to County Auditor's Office	
Print Mike Fox-III	Signature  Date Mar 30, 2010



# Williamson County Vehicle Status Change Form

To be completed by **department** releasing vehicle:

1) Identify Vehicle:				
1GCEC19V22Z280519	#341 Mobile Outreach	MB0246		
Vehicle Identification Number	Department	Door Number		
<del>114857</del> 10GMN9	2002 Chevrolet Ext. Cab	1500 Silverado		
License Plate Number	Year	Make	Model	Color
				Red
2) Reason for Status Change:				
<input type="checkbox"/> Accident				
Attach:				
1. A Damage to County Property Incident Report				
2. The Official Accident Report				
3. A Vehicle Insurance / Litigation Release Form				
<input checked="" type="checkbox"/> High Mileage: List actual mileage 114857				
<input type="checkbox"/> Not mechanically sound				
<input checked="" type="checkbox"/> Other: Explain				
The replacement vehicle has been received and put into service. This vehicle was requested by Dept #507 Wireless Communication to care for radio towers.				
3) Elected Official/Department Head/Authorized Staff				
Print John Sneed		Signature		Date Mar 30, 2010

To be completed by **Fleet**: Forward to Fleet Services Manager - Mike Fox

1) Method of Status Change: This vehicle is to be considered for: (Select one)		
<input type="radio"/> SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation	<input checked="" type="radio"/> TRANSFER between county departments	
<input type="radio"/> TRADE-IN for new assets of same general type for the county	Comments:	
<input type="radio"/> SALE to a government entity / civil or charitable organization in the county at fair market value	Receiving Department: #507 Wireless Comm.	
<input type="radio"/> OTHER	Elected Official/Department Head/Authorized Staff or Donee Representative:	
	Print Name: John Sneed	
	Signature and Date:  3-30-10	
	Contact name and Number:	
2) <input type="checkbox"/> Vehicle Marked for Auction and moved to Auction Yard		
<input type="checkbox"/> Forward forms and reports to County Auditor's Office		
Print Mike Fox III	Signature	Date Mar 30, 2010