

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 20" FP MONITOR	CN OCO646 46633 4B9 17NL		Non-Working
1	DELL 20" FP MONITOR	CN OCO646 46633 4B9 18AL		Non-Working
1	DELL 20" FP MONITOR	CN OCO646 46633 4B9 184L		Non-Working

Parties involved:

FROM (Transferor Department): COUNTY CLERK

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

NANCY E. RISTER

Print Name

Nancy E. Rister

Signature

May 14, 2010

Date

Contact Person:

MARILYN CAVENDER

Print Name

+1 (512) 943-1549

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 _____

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Asset List:

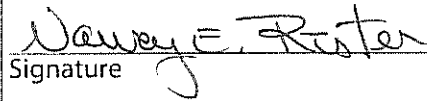
Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
5	Blue material covered steno chairs	n/a	n/a	Non-Working
3	pairs of tan computer speakers	n/a	n/a	Working
4	pairs of black Dell speakers	n/a	n/a	Working

Parties involved:
FROM (Transferor Department): County Clerk

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

Nancy E. Rister

Print Name



Signature

May 17, 2010

Date

Contact Person:

Marilyn Cavender

Print Name

943-1549

Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): Auction
**Transferee - Elected Official/Department Head/
Authorized Staff OR Donee - Representative:** (If being
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Contact Person:

Print Name

Print Name

Signature

Date

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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)
5	Dell Quiet keyboard SK1000 REW	FCC ID: GYUR43SK	n/a	Working
1	Dell Quiet keyboard SK-8000	DSN: CN035-KKW-38844-05N-4071	n/a	Working
1	Dell keyboard AT101W	FCC ID:GYUM()SK	n/a	Working
1	Dell keyboard	FCC ID:AQ6-7DK15	n/a	Working
1	Windows 98 keyboard 238848	SN:02296146 FCC ID:ZDK8QL6908W	n/a	Working

Parties involved:
FROM (Transferor Department): County Clerk

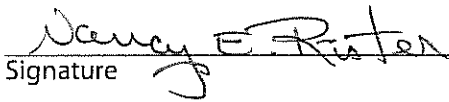
Transferor - Elected Official/Department Head/
Authorized Staff:
Contact Person:

Nancy E. Rister

Marilyn Cavender

Print Name

Print Name



May 17, 2010

943-1549

Signature

Date Phone Number

TO (Transferee Department/Auction/Trade-in/Donor): Auction
Transferee - Elected Official/Department Head/
Authorized Staff OR Donor - Representative: (If being

approved for Sale or Trade-in, no signature is necessary.)

Contact Person:

Print Name

Print Name

Signature

Date Phone Number

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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 Quiet keyboard RT7D5JTW	FCC ID: AQ6-7DK15	n/a	Working
1	Dell Quiet keyboard SK-8000	DSN: CN035-KKW-38844-08J-7082	n/a	Working
1	Memorex keyboard MX 2710	SN: BH40501836	n/a	Working
9	Microsoft mice	n/a	n/a	Working
2	Logitech mice	n/a	n/a	Working

Parties involved:
FROM (Transferor Department): County Clerk

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

Nancy E. Rister

Marilyn Cavender

Print Name

Print Name



May 17, 2010

943-1549

Signature

Date Phone Number

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

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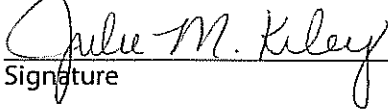
Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	Pitney Bowes grey postage table	unknown		Working
1	APC Back-UPS ES 650 Battery Backup/Surge Protector			Working

Parties involved:**FROM** (Transferor Department): Auditor**Transferor - Elected Official/Department Head/****Authorized Staff:****Contact Person:**

Julie Kiley

Print Name

Print Name



Signature

+1 (512) 943-1552

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

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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	Hunter Wheel Alignment system with Heavy truck sensors	ser# KN3672 mod# K111		working

Parties involved:

FROM (Transferor Department): Fleet Services

Transferor - Elected Official/Department Head/

Authorized Staff:

Contact Person:

Print Name

Print Name

Signature

Date Phone Number

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

Transferee - Elected Official/Department Head/

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

Contact Person:

Print Name

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Date Phone Number

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1	Makita Chop Saw	ser# 21712 model# 2414		NON-WORKING

Parties involved:

FROM (Transferor Department): Fleet Services

Transferor - Elected Official/Department Head/

Authorized Staff:

Contact Person:

Mike Fox

Print Name

Print Name

[Signature] 5-11-10

Signature

Date Phone Number

943-3350

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

Transferee - Elected Official/Department Head/

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

Contact Person:

Print Name

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Date Phone Number

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Williamson County

Vehicle Status Change Form

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

1) Identify Vehicle:				
2FAFP71W25X111407		551	5115	
Vehicle Identification Number		Department	Door Number	
885 378	05	FORD	CRN Vic	BLK/WHY
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 105,217				
<input type="checkbox"/> Not mechanically sound				
<input checked="" type="checkbox"/> Other: Explain New vehicle received in service. This vehicle is ready for auction				
3) Elected Official/Department Head/Authorized Staff				
Print MICHAEL TUREK		Signature [Signature]		Date 4/20/2010

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 checked="" type="checkbox"/> Vehicle Marked for Auction and moved to Auction Yard	
<input checked="" type="checkbox"/> Forward forms and reports to County Auditor's Office	
Print Mike Fox	Signature [Signature] Date 5-12-10



Williamson County

Vehicle Status Change Form

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

1) Identify Vehicle:				
<u>2FAFP71W 05X111406</u>		<u>551</u>	<u>5117</u>	
Vehicle Identification Number		Department	Door Number	
<u>885 379</u>	<u>05</u>	<u>FORD</u>	<u>CRN VIC</u>	<u>WHT</u>
License Plate Number	Year	Make	Model	Color
2) Reason for Status Change:				
<input type="checkbox"/> Accident				
<u>Attach:</u>				
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 <u>106,700</u>				
<input type="checkbox"/> Not mechanically sound				
<input checked="" type="checkbox"/> Other: Explain <u>New vehicle received & in service. This vehicle is ready for auction.</u>				
3) Elected Official/Department Head/Authorized Staff				
Print <u>MICHAEL TURK</u>		Signature <u>[Signature]</u>	Date <u>4/20/2010</u>	

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 checked="" type="checkbox"/> Vehicle Marked for Auction and moved to Auction Yard	
<input checked="" type="checkbox"/> Forward forms and reports to County Auditor's Office	
Print <u>Mike Fox</u>	Signature <u>[Signature]</u> Date <u>5-12-10</u>