

# 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

☒ SALE at the earliest auction \*

☐ DONATION to a non-county entity

☐ DESTRUCTION due to  
Public Health / Safety
**Asset List:**

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	L-shaped blue gray office cubicle with overhead storage & drawers			Working
1	L-shaped oak laminate desk with overhead storage			Working
1	L-shaped oak laminate desk with drawers			Working
1	U-shaped dark maple laminate desk with low hutch			Working
1	Casio Printing Calculator	DR-2380	A106129	Non-Working

**Parties involved:****FROM** (Transferor Department): Elections**Transferor - Elected Official/Department Head/****Authorized Staff:****Contact Person:**
 Print Name *Kay EASTES*

Candi Zaccheus

 Signature *Kay Eastes 1-18-13*

Date

Print Name

943-1629

Phone Number

RECEIVED

JAN 18 2013

AUDITOR'S OFFICE  
WILLIAMSON COUNTY, TEXAS**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.

## 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)
1	DELL 4600 (NO MEMORY)	3J6Z931	C00283	Non-Working
1	DELL 4700	9X3C461	C00495	Working

### Parties Involved:

FROM (Transferor Department): Tax

Transferor - Elected Official/Department Head/

Authorized Staff:

Contact Person:

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

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 ☐ TRADE-IN for new assets of similar type for the 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)
1	Filing Cabinets	Steelmaster	A108672	Working
1	Filing Cabinets	Steelmaster	A108671	Working
1	Filing Cabinets	Steelmaster	A108666	Working
1	Filing Cabinets	Steelmaster	A10867	Working

**Parties Involved:**

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**FROM** (Transferor Department): Tax

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

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

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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)
3	Dell 15" flat screen monitors	nla	nla	Working
1	HP 1320n laser printer	JPBC4CH01Y	nla	Non-Working
1	HP 4250n	CNRXC76702	nla	Non-Working
1	Box of assorted power, vga and KVM (PS2) cords and switches	nla	nla	Working
				Working

**Parties involved:**

FROM (Transferor Department): Tax

 Transferor - Elected Official/Department Head/  
 Authorized Staff:

Print Name

Signature

Contact Person:

Print Name

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	see attached	RECEIVED JAN 15 2013 CLERK OF DISTRICT CLERK'S OFFICE WILLIAMSON COUNTY, TEXAS		Working
				Working
				Working
				Working
				Working

### Parties involved:

**FROM** (Transferor Department): Law Enforcement (560)

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

Chief LC "Tony" Marshall

Print Name

Signature

January 7, 2013

Date

**Contact Person:**

Paul Swisher

Print Name

+1 (512) 943-1349

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.)

Print Name

Signature

Date

**Contact Person:**

Print Name

Phone Number

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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, unk)
15	Classroom chairs, black/silver	n/a	n/a	working
1	Motorcycle Boots	n/a	n/a	non-working
1	Intercomp PT300 Vehicle Scales (obsolete)	131824	A104242	working
1	Intercomp PT300 Vehicle Scales (obsolete)	131815	A104243	working
1	Intercomp PT300 Vehicle Scales (obsolete)	131827	A104244	working
1	Intercomp PT300 Vehicle Scales (obsolete)	131823	A104245	working
1	Intercomp PT300 Vehicle Scales (obsolete)	131816	A104246	working
1	Intercomp PT300 Vehicle Scales (obsolete)	131830	A104247	working
1	Intercomp PT300 Vehicle Scales (obsolete)	131822	A104248	working
1	Intercomp PT300 Vehicle Scales (obsolete)	131813	A104249	working
3	4-drawer filing cabinets, tan	n/a	n/a	working
1	Dell CRT Monitor 17", Model M782	n/a	n/a	working
1	HP ScanJet 5300C printer	CN06620798	n/a	non-working
1	HP DeskJet 895cxi printer	MY99E1B0V8	n/a	non-working
1	Dell Dimension 4700	JDRL461	C00466	working
1	Dell Optiplex 740	6GTFYD1	C01713	working
1	Dell Optiplex GX620	30VJ5C1	C01517	working
1	Dell Latitude D810	305N091	C01045	non-working

ALL INSIGNIAS HAVE BEEN REMOVED - NOT SUITABLE FOR REISSUE