

Williamson County

Asset Status Change Form

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

- ☐ TRANSFER bet ween county departments
☐ SALE at the earliest auction *
☐ TRADE-IN for new assets of similar type for the county
- ☐ DONATION to a non-county entity
☐ DESTRUCTION due to Public Health / Safety
☒ SALE to a government entity / civil or charitable organization in the county at fair market value

Asset List:

| Quantity | Description (year, make, model, etc.) | Manufacturer ID# (serial, service tag, or VIN) | County Tag# | Condition of Assets (Working, Non-Working) |
|----------|--|---|----------------|---|
| 1 | 4 drawer filing cabinet | HON | A102235 | Good |
| | fair market value \$50.00 | | | |
| | | | | |
| | | | | |

Parties involved:

FROM (Transferor Department):

277th District Court**Transferor - Elected Official/Department Head/****Authorized Staff:**

Wanda Davidson

Print Name

Wanda Davidson

Signature

8/4/14

Date

Contact Person:

Wanda Davidson

Print Name

512-943-1277

Phone Number

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

3rd Admin - see last page

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

- ☐ TRANSFER between county departments
☐ SALE at the earliest auction *
☐ TRADE-IN for new assets of similar type for the county
☐ DONATION to a non-county entity
☐ DESTRUCTION due to Public Health / Safety
☒ -E to a government entity / civil or charitable organization in the county at fair market value

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 5 drawer | HON Hon | A102485 | working |
| | fair market value | \$50.00 | | |
| | | | | |
| | | | | |

Parties involved:

FROM (Transferor Department):

368th District Court

Transferor - Elected Official/Department Head/
Authorized Staff:

Rick J. Kennen
Print Name
Rick Kennen
Signature

Contact Person:

Jennifer Tredemeyer
Print Name
(512) 943-1368
Date Phone Number

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

3rd Admin - see last page

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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Print Form

The following asset(s) is(are) considered for: (select one)☐ TRANSFER bet ween county departments☐ DONATION to a non-county entity☐ SALE at the earliest auction *☐ DESTRUCTION due to Public Health / Safety☐ TRADE-IN for new assets of similar type for the county☒ ^{Purchase} SALE to a government entity / civil or charitable organization in the county at fair market value**Asset List:**

| Quantity | Description (year, make, model, etc.) | Manufacturer ID# (serial, service tag, or VIN) | County Tag# | Condition of Assets (Working, Non-Working) |
|----------|--|---|----------------|---|
| 1 | 5drawer nonfiling cabinet | HON | A102485 | Good- |
| 1 | 4drawer filing cabinet | HON | A102485 | Good |
| | | | | |
| | | | | |
| | | | | |

Parties involved:**FROM** (Transferor Department):

Williamson County

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

Print Name

Print Name

Signature

Date 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:**

Third Adm. Jnd. Region

Brenda Wilburn

Print Name

Print Name

Signature

Date Phone Number

072-943-3177

* 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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