

# Williamson County

## Asset Status Change 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
 ☐ 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)
5	Size 34 Work Pants			Working
3	Size 33 Work Pants			Working
1	Size Large Work Jacket			Working

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

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

Todd Imboden

Todd Imboden

Print Name

Print Name


 February 27, 2015  
 Signature Date

 +1 (512) 943-1610  
 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

## Asset Status Change Form

Print Form

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☐ 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)
4	HON 4-drawer file cabinets	HON		Working
1	3' cubicle wall (beige)	Unknown		Working
1	4' cubicle wall (beige)	Unknown		Working
1	HON desk drawer (grey)	HON		Working

**Parties involved:**

FROM (Transferor Department):

S.O.

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

Pete Hughey

Print Name

Mary Johnson

Print Name

Pete Hughey

Signature

2/26/15

Date

512-943-1313

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:**

FEB 27

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	Box of Dell and Harman/ Kardon speakers			
1	Dell Optiplex 740		FQV1ZH1	Working
1	Dell Optiplex 780		CHQJNM1	Working
1	Dell Optiplex 740		GG0PTK1	Working
1	Dell Optiplex 740		FNV1ZH1	Working

**Parties involved:**
**FROM** (Transferor Department): JP2

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

Edna Staudt

Melissa East

Print Name

Print Name

Signature

2/27/2015

Date

+1 (512) 260-4218

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:**

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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 780		CHQKNM1	Working
1	Dell Optiplex 780		CHPLNM1	Working
1	Dell Monitor	mx08g1524760524aaj9w		Working
1	Dell Monitor	0c182374445970anvs		Working
1	Dell Monitor	mx07r4774832335e0as6		Working

**Parties involved:**
**FROM** (Transferor Department): JP2

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

Edna Staudt

Print Name



Signature

February 27, 2015

Date

**Contact Person:**

Melissa East

Print Name

+1 (512) 260-4218

Phone Number

**TO** (Transferee Department/Auction/Trade-in/Donee): 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	Box of assorted mice			
3	Bostitch Electric Staplers			Non-Working
1	Rapid Print Date Stamper	495243		
2	X-Acto Electric Stapler			Non-Working
1	Swingline Manual Stapler			

**Parties involved:**
**FROM** (Transferor Department): JP2

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

Edna Staudt

Melissa East

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February 27, 2015

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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)
2	Microsoft Ergonomic Keyboard			Non-Working
1	Box of old stampers			
1	Bates Numbering Machine Stamp			
1	Box of assorted desk items			
1	Box of assorted plastic desk items			

**Parties involved:**
**FROM** (Transferor Department): JP2

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

Edna Staudt

Melissa East

Print Name

Print Name



February 27, 2015

+1 (512) 260-4218

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	Back-UPS		A106300	Non-Working
2	Boxes of assorted cables and wires			
1	Box of assorted broken phones, headsets and 2 calculators			Non-Working
1	Box of hole punches, keyboard tilt plates and wrist supports			
1	Box of working and non working keyboards			

**Parties involved:**
**FROM** (Transferor Department): JP2

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

 Edna Staudt  
 Print Name

 Melissa East  
 Print Name

Signature

February 27, 2015

Date

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**TO** (Transferee Department/Auction/Trade-in/Donee): 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	Dell Monitor	mx07r4774832335e0as9		Working
1	Dell Monitor	mx07r4774832335e0b8x		Working
1	HP Laserjet Fax Machine	cnj89dn0lw		Non-Working
1	Dell Optiplex		JQV12H1	Working
1	Dell Monitor	Cn0pm372-72872-78a		

**Parties involved:**
**FROM** (Transferor Department): JP2

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

Edna Staudt

Melissa East

Print Name

Print Name

Signature

February 27, 2015

+1 (512) 260-4218

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

RECEIVED

FEB 28

AUDITOR'S OFFICE  
WILLIAMSON COUNTY, TEXAS

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- ☐ TRANSFER between county departments  
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☐ 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	Orange Desk Chair with two arms and wheels	The Hon Company - MNZ1X5		Non-Working
1	Orange Desk Chair with two arms and wheels	The Hon Company - MVYB68		Non-Working
1	Orange Desk Chair with two arms and wheels	The Hon Company - MRYB68		Non-Working
1	Orange Desk Chair with two arms and wheels	The Hon Company - M1Z1V5		Non-Working

**Parties involved:**

FROM (Transferor Department): Williamson County Clerk

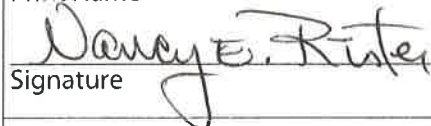
**Transferor - Elected Official/Department Head/  
Authorized Staff:**
**Contact Person:**

Nancy E. Rister

Carolyn Deibler

Print Name

Print Name



02/24/2015

+1 (512) 943-1976

Signature

Date

Phone Number

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

RECEIVED

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

MAR - 3 2015

Print Name

Print Name

Signature

Date

Phone Number

 AUDITOR'S OFFICE  
 WILLIAMSON COUNTY, TEXAS

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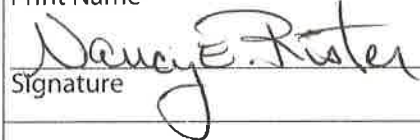
**Asset List:**

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	Orange Desk Chair with wheels but no arms	The Hon Company - MM411R		Non-Working
1	Orange Desk Chair with wheels but no arms	The Hon Company - MEZ1X5		Non-Working
1	Orange Desk Chair with wheels and one arm	The Hon Company - M8Z1X5		Non-Working
7	Chair arms (one side only)			Non-Working

**Parties involved:**
**FROM** (Transferor Department): Williamson County Clerk
**Transferor - Elected Official/Department Head/  
Authorized Staff:**
**Contact Person:**
Nancy E. Rister  
 Print Name

Carolyn Deibler  
 Print Name

Signature


02/24/2015  
 Date

+1 (512) 943-1976  
 Phone Number

**RECEIVED**
**MAR - 3 2015**
**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

**AUDITOR'S OFFICE  
WILLIAMSON COUNTY, TEXAS**

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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	Orange Desk Chair with two arms and wheels	The Hon Company - MRZ1X5		Non-Working
1	Orange Desk Chair with no arms and 1 wheel	The Hon Company - M5Z1V5		Non-Working
1	Orange Desk Chair with two arms and wheels	The Hon Company - MPZ1X5		Non-Working
1	Gray Desk Chair with two arms and wheels	The Hon Company - DQJFYS		Non-Working

**Parties involved:**

FROM (Transferor Department): Williamson County Clerk

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

Nancy E. Rister

Carolyn Deibler

Print Name

Print Name

Signature

02/26/2015

Date

+1 (512) 943-1976

Phone Number

RECEIVED

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MAR - 3 2015  
AUDITOR'S OFFICE  
WILLIAMSON COUNTY, TEXAS

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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 Monitor 1707Pc	CN-0CC352-64180-6CJ-3LLS		Working
1	Dell Optiplex 780	9D6B4M1	C02748	Working
1	Dell Optiplex 740	9ZP5LC1	C01368	Working
2	Dell Keyboards KB212-B			Working

**Parties involved:**
**FROM** (Transferor Department): CCL #2

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

Tim L Wright

Kevin Kracht

Print Name

Print Name

Signature

Date

+1 (512) 943-1410

Phone Number

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 ☐ 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	Symphonic TV/VCR combo	V45143958	None	Working
1	Wooden desk w/4 drawers		None	Working
				Working
				Working
				Working

**Parties involved:****FROM** (Transferor Department): County Sheriff (560)
**Transferor - Elected Official/Department Head/  
Authorized Staff:**
**Contact Person:**

Capt. Pete Hughey

Mary Johnson

Print Name

Print Name

Signature

February 27, 2015

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+1 (512) 943-1313

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 ☐ 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	PTP MICROWAVE DISH (508 Rock Street)			Working

**Parties involved:****FROM** (Transferor Department): 0581 Williamson County Emergency Communications**Transferor - Elected Official/Department Head/Authorized Staff:**

Michael Wright

Print Name



Signature

March 6, 2015

Date

**Contact Person:**

Michael Wright

Print Name

+1 (512) 864-8237

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

## Asset Status Change Form

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
 ☐ 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)
6	Size 40 Work Pants			Working

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

Todd Imboden

Print Name

Signature

March 6, 2015

Date

**Contact Person:**

Todd Imboden

Print Name

+1 (512) 943-1610

Phone Number

RECEIVED

MAR - 9 2015

AUDITOR'S OFFICE  
WILLIAMSON COUNTY, TEXAS**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 \_\_\_\_\_