

# 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)
1	Dell Monitor (computer replaced per ITS)	CN-0X876H-72872-8CO-IT8L		Working
1	HP Officejet PRO 8500 Wireless printer	MY98P5214W		Non-Working
2	DELL Latitude D630 laptop (replaced per ITS)(currently at ITS)	FBNMBF1 & 28ZCLH1	#2 CO2015	Working
2	Optiplex 740 desk top (replaced per ITS)	3GTFYD1 & GLV1ZH1		Working
2	Docking Stations	n/a		Working

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

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

Chief LC "Tony" Marshall

Print Name

Signature

July 1, 2015

Date

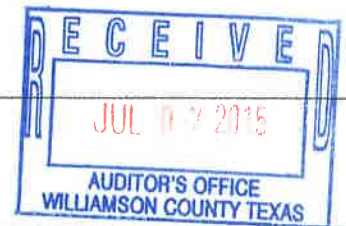
**Contact Person:**

Peggy Braun

Print Name

+1 (512) 943-1312

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

\* 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

**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)
1	Hon Desk	NA	A103172	Working

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

Fred M Hall

Print Name

Signature

**Contact Person:**

Anita Carol Guthrie

Print Name

5129433300

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.)

Print Name

Signature

**Contact Person:**

Print Name

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

**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)
1	Metal Storage Cabinet			Working <input type="checkbox"/>
5	Maroon Cloth Rolling Chairs			Working <input type="checkbox"/>
1	Beige Trash Can			Working <input type="checkbox"/>
1	Wooden Shelf			Working <input type="checkbox"/>
1	Maroon Bulletin Board			Working <input type="checkbox"/>

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

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

EDNA STAUDT

Print Name

Signature

7-8-15

Date

**Contact Person:**

SHERI FRIEDMAN

Print Name

5122604253

Phone Number

RECEIVED

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

JUL 10 2015

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

**Contact Person:**
AUDITOR'S OFFICE  
WILLIAMSON COUNTY, TEXAS

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

**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	Box Misc. Office Supplies			Working <input type="checkbox"/>
15	Wall Inboxes			Working <input type="checkbox"/>
1	Wooden Table w/Metal Legs			Working <input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

**Parties involved:****FROM** (Transferor Department): JP2**Transferor - Elected Official/Department Head/  
Authorized Staff:**

EDNA STAUDT

Print Name

Signature



Date

**Contact Person:**

SHERI FRIEDMAN

Print Name

5122604253

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:**

JUL 10 2015

Print Name

Print Name

AUDITOR'S OFFICE  
WILLIAMSON COUNTY, TEXAS

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 \_\_\_\_\_