

Williamson County

Asset Status Change Form

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

- ☒ TRANSFER between 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 Monitor	CN-OK14V-74261-49M-OF7L		Working
1	Dell Monitor	CN-OK14V-74261-49M-ODYL		Working

Parties involved:**FROM** (Transferor Department): Justice of the Peace Precinct 3
**Transferor - Elected Official/Department Head/
Authorized Staff:**

 Judge Bill Gravell, Jr.
 Print Name

Signature


**Contact Person:**
 Melissa Goins
 Print Name

+1 (512) 943-1508

Date Phone Number

RECEIVED

AUG 10 2015

TO (Transferee Department/Auction/Trade-in/Donee): Sheriff's Office
**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

 Fred B. Thomas

Contact Person:
 Fred B. Thomas
 Print Name
 Ext. 1322

Date Phone Number

8-5-15

Ext. 1322

 AUDITOR'S OFFICE
 WILLIAMSON COUNTY, TEXAS

* 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 _____