



Williamson County Vehicle Status Change Form

To be completed by **department** releasing vehicle:

1) Identify Vehicle:		0581 ⁹¹¹		9F1202	
Vehicle Identification Number		Department		Door Number	
5NHUWT729CY014782					
9048263	2011 ¹²	Continental	Work n tow	WHITE	
License Plate Number	Year	Make	Model	Color	

2) Reason for Status Change:

☐ Accident

Attach: 1. Williamson County Fleet Incident/Crash/Vandalism Report

2. The Official Accident Report

3. A Vehicle Insurance / Litigation Form

☐ High Mileage: List actual mileage _____

☐ Not mechanically sound _____

☒ Other: Explain Transfer to Hazmat

3) Elected Official/Department Head/Authorized Staff

Print Name Michael Wright Signature Michael Wright Date Aug 21, 2015

9 SEP 15 2:12 PM

RECEIVED

OCT - 6 2015

ADMINISTRATIVE
WILLIAMSON COUNTY, TENNESSEE

To be completed by **Fleet Services Manager**:

1) Method of Status Change: This vehicle is to be considered for: (Select one)

☐ SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation

☐ TRADE-IN for new assets of same general type for the county

☐ SALE to a government entity / civil or charitable organization in the county at fair market value

☐ Other _____

☒ TRANSFER between county departments

Comments: _____

Receiving Department: HAZMAT 542

Elected Official/Department Head/Authorized Staff or Donee - Representative:

Print Name: Marty Herrin

Signature and Date: Marty Herrin 9/01/2015

Print Name R. Rodgers Signature R. Rodgers Date 9/3/15

To be completed by **Human Resources Analyst**:

All applicable accident paperwork has been received and there is no litigation pending on this unit. It has been cleared for ~~retirement~~ transfer.

HR Release Authorization: Jana Rayner

To be completed by **Budget Office** (only for transfers):

Transfer has been reviewed and approved:

Signature: Ashley Koenig

All forms must be routed to the County Auditor's Office once the final authorization and approval have been received.