



Williamson County Vehicle Status Change Form

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

1) Identify Vehicle:				
1GNLC2EC7FR628040		560	SB1519	
Vehicle Identification Number		Department	Door Number	
000000	2015	CHEVROLET	TAHOE	BLK
License Plate Number	Year	Make	Model	Color
2) Reason for Status Change:				
<input checked="" type="checkbox"/> Accident				
Received: 1. Williamson County Fleet Incident/Crash/Vandalism Report				
2. The Official Accident Report				
3. A Vehicle Insurance / Litigation Form SEE - OTHER BELOW				
<input type="checkbox"/> High Mileage: List actual mileage _____				
<input type="checkbox"/> Not mechanically sound _____				
<input checked="" type="checkbox"/> Other: Explain <u>9/15/15 PER KAYLAN BROWN at Human Resources, ALL LITIGATION IN REGARDS TO ACCIDENT WILL BE THE RESPONSIBILITY OF</u>				
3) Elected Official/Department Head/Authorized Staff <u>HUMAN RESOURCES NOT THE SHERIFF'S OFFICE</u>				
Print Name L.C. 'Tony' Marshall		Signature <u>[Signature]</u>	Date <u>9/15/15</u>	

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

1) Method of Status Change: This vehicle is to be considered for: (Select one)		
<input type="radio"/> SALE at the earliest auction	<input type="radio"/> TRANSFER between county departments	
<input type="radio"/> SALVAGE for parts	<div>RECEIVED OCT - 9 2015 AUDITOR'S OFFICE WILLIAMSON COUNTY, TEXAS</div>	
<input type="radio"/> TRADE-IN for new assets of same general type for the county		
<input type="radio"/> SALE to a government entity / civil or charitable organization in the county at fair market value		
<input checked="" type="radio"/> Other <u>SAD TO INSURANCE</u>		
Print Name <u>R. Roegner</u>	Signature <u>[Signature]</u>	Date <u>9/17/15</u>

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.

HR Release Authorization: [Signature]

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

Transfer has been reviewed and approved:

Signature: _____

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