



# Williamson County Vehicle Status Change Form

**COPY**

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

1) Identify Vehicle:

1GCEC14V84Z237362

509 Facilities Maintenance

BB0486

Vehicle Identification Number

Department

Door Number

1110201

2004

Chevrolet

1500

White

License Plate Number

Year

Make

Model

Color

2) Reason for Status Change:

☐ Accident

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

2. The Official Accident Report

3. A Vehicle Insurance / Litigation Form

☐ High Mileage: List actual mileage 114473

☐ Not mechanically sound

☒ Other: Explain

Replacement recommendation by Fleet

3) Elected Official/Department Head/Authorized Staff

Print Name Gary Wilson

Signature

Date Sep 14, 2015

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

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

☒ SALE at the earliest auction

☐ TRANSFER between county departments

☐ SALVAGE for parts

☐ 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

Print Name

R. Rodgers

Signature

Date

9/17/15

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.

HR Release Authorization:

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.**



# Williamson County Vehicle Status Change Form

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

1) Identify Vehicle:

1GNLC2E02DR260756

560

SB1321

Vehicle Identification Number

Department

Door Number

1148493

2013

CHEVROLET

TAHOE

BLACK

License Plate Number

Year

Make

Model

Color

2) Reason for Status Change:

☒ Accident

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

2. The Official Accident Report

~~3. A Vehicle Insurance / Litigation Form~~ \*see "other" as listed below \*

☐ High Mileage: List actual mileage \_\_\_\_\_

☐ Not mechanically sound \_\_\_\_\_

☒ Other: Explain

All litigation in regards to this accident will be the responsibility of Human Resources, not the S.O.

3) Elected Official/Department Head/Authorized Staff

Print Name L.C. 'Tony' Marshall

Signature

Date 10-14-15

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

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

☒ SALE at the earliest auction.

☐ TRANSFER between county departments

☐ SALVAGE for parts

☐ 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 \_\_\_\_\_

Print Name

R Rogers

Signature

[Signature]

Date

10/15/15

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.

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.