

Williamson County

Asset Status Change Form

Print Form

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

- ☒ TRANSFER bet ween 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:

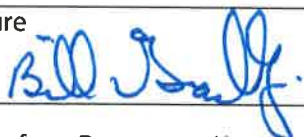
Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	DELL MONITOR	CN-ONDMRP-74261-373-2N2U		Working
1	DELL MONITOR	CN-ONDMRP-74261-373-2OVU		Working
1	DELL MONITOR	CN-ONDMRP-74261-36Q-3KAM		Working
1	DELL MONITOR	CN-ONDMRP-74261-36Q-3K3M		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

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

Todd Imboden - Assistant Facilities Director

Print Name:

Signature


Contact Person:

Todd Imboden - Assistant Facilities Director

Print Name

+1 (512) 943-1610

Date Phone Number

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 _____