

Williamson County

Asset Status Change Form

Print Form

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

- ☐ TRANSFER bet ween county departments
 ☐ DONATION to a non-county entity
☒ SALE at the earliest auction *
 ☐ DESTRUCTION due to Public Health / Safety
☐ TRADE-IN for new assets of similar type for the county
 ☐ SALE to a government entity / civil or charitable organization in the county at fair market value

Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	HON CHAIR 7901HH	E7UI5		Non-Working <input type="checkbox"/>
1	HON CHAIR 7901HH	QIY5B	A108215	Non-Working <input type="checkbox"/>
1	HON CHAIR H7901	8AZHB2		Non-Working <input type="checkbox"/>
1	HON CHAIR 7901 AQ	QBY5B		Non-Working <input type="checkbox"/>
				<input type="checkbox"/>

Parties involved:**FROM** (Transferor Department): JP 4**Transferor - Elected Official/Department Head/Authorized Staff:**

Jessica Schmidt

Print Name



Signature

Date

Contact Person:

Jessica Schmidt

Print Name

5123524159

Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): AUCTION**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

Date

Contact Person:

Print Name

Phone Number

RECEIVED

FEB 17 2016

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 _____

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1	HON CHAIR 7901 AQ	CS26AH		
1	HON CHAIR 7901 AQ	MDH67Y		
1	DELL MONITOR	CN-OYVG53-72872-OAC-DGPU		
1	DELL MONITOR	CN-OYVG-72872-OAC-DHAU		
1	DELL MONITOR	CN-OCC352-64180-62S-9YCC		

Parties involved:**FROM** (Transferor Department): JP 4
**Transferor - Elected Official/Department Head/
Authorized Staff:**

Jessica Schmidt

Print Name



Signature

Contact Person:

Jessica Schmidt

Print Name

+1 (512) 352-4159

Date Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): AUCTION
**Transferee - Elected Official/Department Head/
Authorized Staff OR Donee - Representative:** (If being
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3	MONITOR STANDS			
1	FUJITSU 6140 SCANNER	016124		Working
1	FUJITSU 6140 SCANNER	039229		
1	FUJITSU 6140 SCANNER	038879		
1	FUJITSU 5120-C SCANNER	008157	000072	

Parties involved:
FROM (Transferor Department): JP 4

**Transferor - Elected Official/Department Head/
Authorized Staff:**

Jessica Schmidt

Print Name

Signature

Contact Person:

Jessica Schmidt

Print Name

+1 (512) 352-4159

Date Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): AUCTION

**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

Contact Person:

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FEB 17 2016

Print Name

Date Phone Number

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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1	MISCELLANEOUS - CORDS, SPEAKERS, MOUSE, ETC.			
1	AVAYA 6408D+ TELEPHONE	98A762303482		
1	AVAYA 6408D+ TELEPHONE	061603302109		
1	AVAYA 6424D+ TELEPHONE	99SP57664176		

Parties involved:
FROM (Transferor Department): JP 4

**Transferor - Elected Official/Department Head/
Authorized Staff:**

Jessica Schmidt

Print Name



Signature

Contact Person:

Jessica Schmidt

Print Name

+1 (512) 352-4159

Date Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): AUCTION

**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

Contact Person:

Print Name

Date Phone Number



FEB 17 2016



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1	Desk w/ drawers, mahogany, 66 inches			Working

Parties involved:
FROM (Transferor Department): Auditor's Office

**Transferor - Elected Official/Department Head/
Authorized Staff:**

Julie M. Kiley

Print Name



Signature

Contact Person:

Lisa Moore

Print Name

+1 (512) 943-1623

Date Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): Auction

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

Contact Person:

Print Name

Print Name

Signature

Date Phone Number

RECEIVED
FEB 18 2016
**AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS**

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