

Williamson County

Asset Status Change 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	Floral Pattern Loveseat		A110074	
2	HON Red Fabric chair, no arms	M3H7RT and MZH7NT		

Parties involved:
FROM (Transferor Department): Fleet Services - 882

Transferor - Elected Official/Department Head/Authorized Staff:

 Ed Pospisil
 Print Name

Signature

Contact Person:

same

Print Name

+1 (512) 943-3343

Date Phone Number

RECEIVED

TO (Transferee Department/Auction/Trade-in/Donee): Sheriff's Office - 560

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

L.C. 'Tony' Marshall

Print Name

Signature

Contact Person:

Paul Swisher

Print Name

+1 (512) 943-3373

Date Phone Number

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 _____