



Williamson County Vehicle Status Change Form

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

1) Identify Vehicle:		
1FAFP52U34A203084	215	FA0464
Vehicle Identification Number	Department	Door Number
1131003	2004	FORD
License Plate Number	Year	Make
		TAURUS
		Model
		WHITE
		Color
2) Reason for Status Change:		
<input type="checkbox"/> Accident		
Attach: 1. Williamson County Fleet Incident/Crash/Vandalism Report		
2. The Official Accident Report		
3. A Vehicle Insurance / Litigation Form		
<input type="checkbox"/> High Mileage: List actual mileage		
<input type="checkbox"/> Not mechanically sound		
<input type="checkbox"/> Other: Explain		
3) Elected Official/Department Head/Authorized Staff		
Print Name	Signature	Date

RECEIVED

MAR 12 2016

AND TOWNS CLERK
WILLIAMSON COUNTY, TEXAS

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

1) Method of Status Change: This vehicle is to be considered for: (Select one)		
<input type="radio"/> SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation	<input checked="" type="radio"/> TRANSFER between county departments	
<input type="radio"/> TRADE-IN for new assets of same general type for the county	Comments: Mr Daigh Requested transfer to 210	
<input type="radio"/> SALE to a government entity / civil or charitable organization in the county at fair market value	Receiving Department:	
<input type="radio"/> Other	Elected Official/Department Head/Authorized Staff or Donee - Representative:	
	Print Name: Robert Daigh	
	Signature and Date:	
Print Name: Ronny Roshan	Signature: [Signature]	Date: 4/7/16

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] 4-11-16		

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

Transfer has been reviewed and approved:		
Signature: [Signature]		

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