

Williamson County

Asset Status Change Form

Print Form

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

- ☐ TRANSFER bet ween county departments
☒ SALE at the earliest auction *
☐ TRADE-IN for new assets of similar type for the county
- ☐ DONATION to a non-county entity
☐ DESTRUCTION due to Public Health / Safety
☐ 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	Dell Latitude E6530	s/n: BT7DTY1		Working
1	Dell Latitude E6530	s/n: 5FHDTY1		Working
1	Dell mouse			Working
1	Dell Latitude E6530-WATER DAMAGE	s/n: 62HDTY1		Non-Working
1	Dell monitor	s/n: CN-0YVG53-72872-09F-G2EU		Non-Working

Parties involved:

FROM (Transferor Department): County Attorney

Transferor - Elected Official/Department Head/
Authorized Staff:

Dee Hobbs
Print Name

Signature

Contact Person:

Stephanie Lloyd
Print Name

May 12, 2016

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

* 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 _____ MAY 12 2016

Williamson County

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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 Optiplex 790	s/n: 5KVKXV1	C03352	Working
1	RFID Omnikey - water damage			Non Working

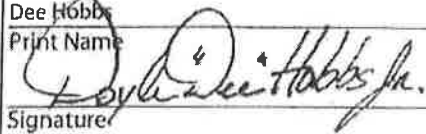
Parties Involved:

FROM (Transferor Department): County Attorney

Transferor - Elected Official/Department Head/
Authorized Staff:

Dee Hobbs
Print Name

Signature



May 12, 2016

Date

Contact Person:

Stephanie Lloyd

Print Name

943-1116

Phone Number

TO (Transferee Department/Auction/Trade-In/Donor): Auction

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

Contact Person:

Print Name

Print Name

Signature

Date

Phone Number

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This Change Status was approved as agenda item # _____ In Commissioner's Court on _____

MAY 13 2016

If for Sale, the asset(s) was(were) delivered to warehouse on _____ by _____

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Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
	See attached sheet			

Parties involved:

FROM (Transferor Department): Dept of Infrastructure, Road & Bridge Division

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

JOE M ENGLAND
Print Name

[Signature] 5/10/16
Signature Date

Contact Person:

Lisa Pohlmeier
Print Name

+1 (512) 943-3364
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

MAY 11 2016

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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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 _____

Asset List for Items Dated:

5/10/16

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#
1	Dell Latitude E6520 i5 chip	URS-J3X1CS1	
1	Dell Latitude E6520 i5 chip	URS-DK1TBS1	
1	Dell Latitude E6400 Laptop	URS-3KV86H1	
1	Dell Latitude E6510	URS-525RVM1	
1	Dell Vostro 1510	URS-C511WF1	
1	Dell Vostro 1510	URS-B14RGJ1	
1	Dell Vostro 1510	URS-HDCRGJ1	
1	Dell Vostro 1510	URS-6B4RGJ1	
1	Dell Vostro 1510	URS-H94RGJ1	
1	Dell Vostro 1510	URS-B37RGJ1	
1	Dell Vostro 1510	URS-F34RGJ1	
1	Dell Vostro 1510	URS-5T7RGJ1	
1	Dell Vostro 1510	URS-B34RGJ1	
1	Dell Vostro 1510	URS-1X4RGJ1	
1	Dell Vostro 1510	URS-5T5RGJ1	

15 Total Items



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☐ DESTRUCTION due to Public Health / Safety
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Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	Victor 1460-3 calculator	S/N: 6090302821	n/a	Non-Working
1	Victor 1460-3 calculator	S/N: 6097402149	N/A	Non-Working
2	Monitor riser/organizer	n/a	n/a	Working
3	staplers	n/a	n/a	working

Parties involved:

FROM (Transferor Department): Tax Assessor/Collector

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

Larry Gaddes
Print Name

Signature

May 9, 2016

Date

Contact Person:

Judy Kocian

Print Name

+1 (512) 943-1954

Phone Number

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

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

Tony Hill
Print Name

Signature

Date

Contact Person:

Tony Hill

Print Name

Phone Number

RECEIVED

MAY 10 2016

AMITY JOHNSON
WILLIAMSON COUNTY, TEXAS

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Forward to County Auditor's Office

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If for Sale, the asset(s) was(were) delivered to warehouse on _____ by _____



Williamson County Vehicle Status Change Form

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

1) Identify Vehicle:		572		QB0299	
1GCEC19V42Z282532		Department		Door Number	
Vehicle Identification Number					
1076815	2002	CHEVROLET	1500 EXTENDED CAB	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 159710
☐ Not mechanically sound
☐ Other: Explain

3) Elected Official/Department Head/Authorized Staff

Print Name Martin Sanchez Signature [Signature] Date 5/02/16

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 IR Rogers Signature [Signature] Date 5-2-16

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]

RECEIVED

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

Transfer has been reviewed and approved:

Signature: [Signature] 5-12-16

APPROVED OFFICE
WILLIAMSON COUNTY, TEXAS

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