

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)
6	rolling office chairs			Working
2	visitor chairs			Non-Working

Parties involved:

FROM (Transferor Department): Adult Probation

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

Melissa Ramos

Print Name

Signature

Contact Person:

Melissa Ramos

Print Name

+1 (512) 943-3504
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:

Tony Hill

Print Name

Phone Number

RECEIVED

JUN 23 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 _____

Williamson County

Asset Status Change Form

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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	2 Drawer desk - drawer bottoms damaged			Non-Working

Parties involved:

FROM (Transferor Department): Pct. 3 Constable

Transferor - Elected Official/Department Head/
Authorized Staff:

Theresa Lock

Print Name

Signature

Contact Person:

Theresa Lock

Print Name

+1 (512) 943-1436

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

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1	Desk			Non-Working
1	Desk Return			Non-Working

Parties involved:

FROM (Transferor Department): JP2

Transferor - Elected Official/Department Head/
Authorized Staff:

Contact Person:

Judge Edna Staudt

Sheri Friedman

Print Name

Print Name

Signature

Date Phone Number

+1 (512) 260-4253

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

JUN 28 2016

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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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	OptiPlex 740 Dell Computer	16562590237	7LWXS1	Working
1	Logitech wireless keyboard & mouse			Working
2	Dell Monitors			Working

Parties involved:

FROM (Transferor Department): Sheriff's Office-Admin (Patrol)

Transferor - Elected Official/Department Head/
Authorized Staff:

Contact Person:

Chief L.C. (Tony) Marshall

Starla Hall

Print Name

Print Name

Signature

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:

RECEIVED

Print Name

Print Name

Signature

Date Phone Number

JUN 30 2016

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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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 1	AVAYA office telephone			
② 1	DELL Rechargeable Battery Module	Y4367		
③ 1	BROTHER IntelliFAX 2800	U56577L1J808600		
④ 1	NORTEL NETWORKS office telephone	NT8B27JAAA		
⑤ 1	SAMSUNG Syncmaster 760V TFT Monitor	GH17MS		

Parties involved:

FROM (Transferor Department): Commissioner, Pct One

Transferor - Elected Official/Department Head/
Authorized Staff:

Contact Person:

Print Name

Print Name

Signature

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:

RECEIVED

Print Name

Print Name

JUN 29 2016

Signature

Date Phone Number

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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Asset List:

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1	DELL Latitude D620 Laptop	JW84H-63C83-MF4MD -DPFCF-XPT7Q		Working
1	LOGITECH Cordless Desktop LX300	MC538CZ		Working
1	DELL Wired Keyboard KB212-B	CN-04G481-71616-475-0T95 -A00		Working
1	MICROSOFT Wireless Desktop Elite Keyboard	7177300041255		Working
1	MICROSOFT Wireless Natural Multimedia Keyboard	5556900242096		Working

Parties involved:

FROM (Transferor Department):

Commissioner, Pct One

Transferor - Elected Official/Department Head/

Authorized Staff:

Contact Person:

Mary Clark

Mary Clark

Print Name

Print Name

Signature

Date Phone Number

(512) 244-8610

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

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:

RECEIVED

Print Name

Print Name

JUN 29 2016

Signature

Date Phone Number

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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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)
11	DELL AC/DC Adapter	CN-00W6KV-48661-31H -2XYG -A02		Working
12	LOGITECH Cordless Mouse/Keyboard Receiver	831168-0006		Working
13	DELL Floppy Drive Module	MPF82E		Working
14	AC Adaptor	52-BWR-WA		Working
15	AC Adapter - Delta Electronic Inc.	EFT0234214203		Working

Parties involved:

FROM (Transferor Department): Commissioner, Pct. One

Transferor - Elected Official/Department Head/
Authorized Staff:

Mary Clark
Print Name
M Clark
Signature

Contact Person:

Mary Clark
Print Name
(512) 244-8610
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:

RECEIVED
Print Name
Signature
Date
JUN 29 2016
Phone Number

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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	MICROSOFT Wireless Optical Reciever 3.0A	XB04357-002		Working
1	LOGITECH Cordless Optical Mouse	831282-0000		Working
1	DELL Battery Module Rechargeable	TC030		Working
1	DELL Wireless Optical Reciever	LB40500674		Working
1	DELL Computer Docking Station	CN-06UG43-42940-39N-005T		Working

Parties involved:

FROM (Transferor Department):

Transferor - Elected Official/Department Head/

Authorized Staff:

Print Name

Signature

Contact Person:

Print Name

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

Signature

Date Phone Number

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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	Class 2 Power Supply	YU120100A2		Working
1	MOTOROLA AC Power Supply	163-0022		Working
1	CASIO AC Adaptor	AD-A60024		Working
1	LG AC Adapter	40907594452		Working
1	MICROSOFT Wireless Optical Receiver 20A	X10-17900		Working

Parties involved:

FROM (Transferor Department):

Transferor - Elected Official/Department Head/
Authorized Staff:

Mary Clark
Print Name
Signature

Contact Person:

Mary Clark
Print Name
(512) 244-8610
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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Contact Person:

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Print Name

Print Name

Signature

Date Phone Number

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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 Computer Docking Station	CN-0UC795-42940-6AR-01Y9		Working
1	DELL Computer Docking Station	OPW395		Working
3	Standard Computer Power Cord			Working

Parties involved:

FROM (Transferor Department):

Transferor - Elected Official/Department Head/
Authorized Staff:

Mary Clark
Print Name

Signature

Contact Person:

Mary Clark
Print Name

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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Print Name

Signature

Contact Person:

Print Name

Date Phone Number

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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	Combo/Key Safe	Sentry		Working
1	Typewriter		A102296	Working
1	Small table with folding sides			Working
1	Shredder	Unknown if working		
				Working

Parties involved:

FROM (Transferor Department): 26th District Court

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

Judge Donna King

Print Name

Signature

Contact Person:

Deb Lewis

Print Name

31226

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

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☐ TRADE-IN for new assets of similar type for the county
- ☐ DONATION to a non-county entity
☐ 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	Microwave Table		A10285	Working
1	Dell Computer	Unknown if working	C0381	
1	MIC	Unknown if working		
1	Telephone	Unknown if working		
1	5 Shelve Lateral File Cabinet			Working

Parties Involved:

FROM (Transferor Department):

26th DISTRICT COURT

Transferor - Elected Official/Department Head/

Authorized Staff:

JUDGE Deana King

Print Name

Signature

Contact Person:

Deb Lewis

Print Name

512-943-1226

Date 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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 ☐ 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)
	Avaya telephone Model 4610SW w/handset	ACN092276983	N/A	Working
	Avaya telephone Model 2410D01B w/handset	07N523580185	N/A	Working
	Avaya telephone Model 4602D02A w/handset	05GM10004855	N/A	Non-Working
	Avaya telephone Model 4610SW IP	ACD02-0398JP	N/A	Non-Working
	A T & T Model 8101	969T61004095	N/A	Non-Working

Parties involved:
FROM (Transferor Department): Tax Assessor/Collector

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

Larry Gaddes

Print Name

Signature

Contact Person:

Judy Kocian

Print Name

+1 (512) 943-1954

Phone Number

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

**Transferee - Elected Official/Department Head/
Authorized Staff OR Donee - 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

JUN 29 2016

 AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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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	Plantronics cordless headset telephone	1722911550	N/A	Non-Working
1	Avaya telephone 4610 SWIP	ACD 02 - 0398 JP	N/A	non working

Parties involved:
FROM (Transferor Department): Tax Assessor/Collector

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

 Larry Gaddes
 Print Name

Signature

Contact Person:

 Judy Kocian
 Print Name

 June 29, 2016
 Date Phone Number

+1 (512) 943-1954

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.)

Tony Hill

Print Name

Signature

Date

Contact Person:

RECEIVED

Print Name

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Phone Number

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

[Print Form](#)

SALE to a government entity / civil or charitable organization in the county at fair market value

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

Date	Phone Number
------	--------------

Date	Phone Number
------	--------------

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

Juvenile Services

Description: Juvenile Justice Computer Turn Information

Generated: 6/27/16

#	Description	Manufacturer ID#	County Tag#	Condition of Asset
1	Dell OptiPlex GX520	Juv-JGC1K91	C01093	Inoperative
2	Wallingford Computer		C00231	Inoperative
3	Dell CRT M782P	Cn-01K525-47803-284	GHZL	Inoperative
4	Dell Mouse wired	n/a	n/a	working
5	Dell Mouse wired	n/a	n/a	working
6	Microsoft Mouse wireless 1008	2003DJ1034	n/a	inoperative
7	Dell Keyboard L100	n/a	n/a	working
8	Dell Keyboard L100	n/a	n/a	working
9	Dell AC Adapter AD4214N	n/a	n/a	working
10	Dell UC280 Speakers	n/a	n/a	working
11	Dell PC Speakers	CN-04N567-48220-2AP-08D1		working
12	Cyber Acoustic Speakers	5231	n/a	working
13	Miscellaneous USB cables	n/a	n/a	working
14	Monitor Dell 1707P	OG331H	n/a	working
15	Monitor Dell 1708P	oG302H	n/a	working
16	Monitor Dell 1702FP	MX08G	n/a	working
17				
18				
19				
20				
21				

RECEIVED

JUN 28 2016

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS