

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	Corner Desk			Working <input type="checkbox"/>
1	Metal Shelving Unit			Working <input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

Parties involved:
FROM (Transferor Department): Auction

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

Tony Hill

Print Name



Signature

6/21/16

Date

Contact Person:

Tony Hill

Print Name

943-3314

Phone Number

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

**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

6-22-16

Date

Contact Person:

Brian Etzkorn

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

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Print 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	Latitude E6530	62HDTP1		Working
1	Latitude E6530	5FHDTP1		Working
1	Latitude E6530	3RY2XP1		Working
1	Latitude E6530	BT7DTP1		Working

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

Print Name

Signature

Contact Person:

Print Name

Date Phone Number

TO (Transferee Department/Auction/Trade-in/Donor): I.T.S.

JUN 21 2016

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

Contact Person:

 AUDITOR'S OFFICE
 WILLIAMSON COUNTY, TEXAS

Print Name

Signature

Print Name

Date Phone Number

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