

# 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	Canon Calculator	MP11DX		Working
1	Casio Calculator	HR-100TM		Non-Working
1	Bostitch Electric Stapler	02210		Non-Working
1	Shear Tech Check Stacker	MJ-2500		Working
1	Bostitch Electric Pencil Sharpener			Non-Working

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

Jerri Jones

Print Name

Signature

August 26, 2016

Date

**Contact Person:**

Tina Zander

Print Name

+1 (512) 943-1583

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.)
**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 \_\_\_\_\_

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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 Desktop Computer	2TKOPS1	C03280	Working
1	Dell Desktop 3139H HDOComputer	4NMNHS1	C03166	Working
1	Dell Laptop	3139H HDO	C02751	Working
1	Dell Docking Station	QAD0126201550		Working
1	Logitech Keyboard			Non-Working

**Parties involved:****FROM** (Transferor Department): Treasurer**Transferor - Elected Official/Department Head/  
Authorized Staff:****Contact Person:**Jerri JonesTina ZanderPrint NamePrint NameAugust 26, 2016+1 (512) 943-1583SignatureDate 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.)**Contact Person:**Print NamePrint NameSignatureDate 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	Canon Scanner DR-6010C	M11072		Non-Working

**Parties involved:**FROM (Transferor Department): Treasurer
**Transferor - Elected Official/Department Head/  
Authorized Staff:**
**Contact Person:**Jerri JonesTina Zander

Print Name

Print Name


August 26, 2016+1 (512) 943-1583

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	HP Laser Jet 4250n Printer	Q5401A		Non-Working
2	Computer Stands			Working
2	Boxes of Misc. Office Supplies			Working
1	Under desk keyboard shelf			Working
1	Dell Monitor	CN-0Y4299-71618-SBN-C880		Non-Working

### Parties involved:

FROM (Transferor Department):

JP2

Transferor - Elected Official/Department Head/  
Authorized Staff:

Contact Person:

AUG 24 2016

Judge Edna Staudt  
Print Name

Sheri Friedman  
Print Name

Signature

+1 (512) 260-4253  
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:

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	HP Laser Jet 600 M602	CE991A		Working
1	HP Laser Jet 600 M602	CE991A		Working

**Parties involved:**FROM (Transferor Department): JP2
**Transferor - Elected Official/Department Head/  
Authorized Staff:**

 Judge Edna Staudt  
 Print Name

Signature

**Contact Person:**

Sheri Friedman

Print Name

+1 (512) 260-4253

Date Phone Number

AUG 24 2016

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.)
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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)
9	DELL Monitors			Working
				Working
				Working

**Parties involved:**

FROM (Transferor Department): Williamson County Sheriff's Office - CIT

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

Print Name

Virginia Johnson

Signature

Print Name

+1 (512) 943-1624

Date Phone Number

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

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Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	Wash Machine M #HWP1000MW4WW	FF107930H	CT1100	Working
1	Wash Machine GLWN2800D1WS	HA189724G	CT0796	Working
1	Wash Machine GLWN2800DIWS	HA189021G	CT0795	Working
1	Wash Machine GLWN2800DIWS	HA104733G	CT0792	Non-Working
1	Wash Machine MAT12PSLWW	13026405LC	CT0791	Working

### Parties involved:

**FROM** (Transferor Department): Central Texas Treatment Center, 601 Alligator Lane, Granger Texas, 76530

**Transferor - Elected Official/Department Head/**

**Authorized Staff:**

Raymond Cruthis, Assistant Director

Print Name

Signature

Steve Morrison

Director Adult Probation

8/22/16

Date

**Contact Person:**

Raymond Cruthis

Print Name

1-612-943-3350

+1 (512) 943-3782

Phone Number

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

**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

**Contact Person:**

Print Name

Date Phone Number

Auction - Funds have to go back to CSCP

(per Kathy purchased w/ state funds)

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