

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	DELL OPTIPLEX 740 COMPUTER	FN2MLH1	C02096	Working
1	DELL OPTIPLEX 740 COMPUTER	6DGD1L1	C02569	Working
1	DELL OPTIPLEX 740 COMPUTER	8FGD1L1	C02559	Working
1	DELL OPTIPLEX 740 COMPUTER W/KEYBOARD	2FGD1L1	C02573	Working

Parties involved:

FROM (Transferor Department): TAX ASSESSOR/COLLECTOR

Transferor - Elected Official/Department Head/
Authorized Staff:

LARRY GADDES

Print Name

Signature

September 2, 2016

Date

Contact Person:

JUDY KOCIAN

Print Name

+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.)

Print Name

Signature

Date

Contact Person:

Print Name

Phone Number

RECEIVED

SEP - 2 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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1	January 28, 2008 HP Laserjet 4250n 4250/4350	CNRXY37409		Working

Parties involved:
FROM (Transferor Department): County Court One
**Transferor - Elected Official/Department Head/
Authorized Staff:**
Suzanne Brooks

Print Name

September 1, 2016
 Signature Date

Contact Person:
Terry Barrick

Print Name

+1 (512) 943-1201
 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.)

Suzanne Brooks

Print Name

9/1/16
 Signature Date

Contact Person:

Print Name

Phone Number

RECEIVED

SEP - 5 2016

 AUDITOR'S OFFICE
 WILLIAMSON COUNTY, TEXAS

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