

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	brown HON desk		A103906	Working <input type="checkbox"/>
1	brown 3 drawer wooden under desk filing cabinet			Working <input type="checkbox"/>
1	metal 2 drawer filing cabinet			Working <input type="checkbox"/>
1	cubicle under cabinet light			Working <input type="checkbox"/>
1	small table		A103576	Working <input type="checkbox"/>

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

9/21/16

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:

FILED

SEP 23 2016

Print Name

Print Name

Signature

Date

Phone Number

 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 _____

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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	dry erase board			Working <input type="checkbox"/>
1	HON light brown desk			Working <input type="checkbox"/>
1	Red rolling desk chair			Working <input type="checkbox"/>
1	Dell Optiplex 790	Service tag: 5KWCXV1	C03346	Working <input type="checkbox"/>
1	Dell Optiplex 790	Servict tag: 5KVFXV1	C03350	Working <input type="checkbox"/>

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

9/21/16 943-1116

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.)

Print Name

Signature

Contact Person:

Print Name

Date Phone Number

RECEIVED

SEP 23 2016

ALBANY COUNTY
WILLIAMSON COUNTY, TEXAS

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1	Dell Optiplex 7010	Service tag: 416GCY1		Working <input type="checkbox"/>
1	Aleratec DVD duplicator	s/n: 00372-003732		Non-Working <input type="checkbox"/>
1	Aleratec DVD duplicator	s/n: 00372-003878		Non-Working <input type="checkbox"/>
1	Aleratec DVD duplicator	s/n: 00372-003970		Non-Working <input type="checkbox"/>
1	Aleratec DVD duplicator	s/n: 00372-003879		Non-Working <input type="checkbox"/>

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

943-1116

Phone Number

9/21/16

Date

TO (Transferee Department/Auction/Trade-in/Donor): Auction
**Transferee - Elected Official/Department Head/
Authorized Staff OR Donor - Representative:** (If being
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Print Name

Signature

Contact Person:

Print Name

Phone Number

Date

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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	Dell monitor			Non-Working <input type="checkbox"/>
1	Logitech mouse M705			Non-Working <input type="checkbox"/>
2	Gearhead wireless keyboard/mouse combo			Non-Working <input type="checkbox"/>
1	LG disk drive	s/n: 506HLPK032408		Non-Working <input type="checkbox"/>
1	sound bar			Non-Working <input type="checkbox"/>

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

9/21/16 943-1116

Date Phone Number

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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	Aleratec shredder base			Working <input type="checkbox"/>
6	plastic file basket tray			Working <input type="checkbox"/>
2	table			Working <input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

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

9/21/16 943-1116

Date Phone Number

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Print Name

Print Name

Signature

Date Phone Number

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WILLIAMSON COUNTY, TEXAS

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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	Dell Optiplex 780	Service Tag # 97BT3P1	C02906	Working

Parties involved:

~~FROM~~ (Transferor Department):

TO: Auction

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

Contact Person:

Print Name

Print Name

Signature

Date Phone Number

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

FROM COUNTY CLERK 0385 RECEIVED

**Transferee - Elected Official/Department Head/
Authorized Staff OR Donee - Representative:** (If being
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Contact Person:

SEP 27 2016

Nancy Rister

Terri Countess

Print Name

Print Name

Signature

Date

Phone Number

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1	Office chair			
1	Dell Monitor			
1	power strip			
	Dell hardware			
1	HP Copy Machine			

Parties involved:

FROM (Transferor Department): Commissioner Pct. 4

Transferor - Elected Official/Department Head/

Authorized Staff:

PETE CORREA

Print Name

Pete Correa

Signature

Contact Person:

PETE CORREA

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.)

Print Name

Signature

Contact Person:

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SEP 28 2016

Print Name

Date Phone Number

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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1	Dell Keyboard Various Cords			

Parties involved:

FROM (Transferor Department): Commissioner Pct. 4

Transferor - Elected Official/Department Head/
Authorized Staff:

PETE CORREA
Print Name

Contact Person:

PETE CORREA
Print Name

Pete Correa
Signature

Date Phone Number

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

Transferee - Elected Official/Department Head/
Authorized Staff OR Donor - Representative: (If being
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Contact Person:

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Print Name

Print Name

SEP 28 2016

Signature

Date Phone Number

WILLIAMSON COUNTY, TEXAS

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4	DELL - OPTIPLEX 740 DESKTOP COMPUTERS	3MWXSF1 & 5L7CLH1 & 9LWXSF1 & C4YXSF1		Working
4	DELL - OPTIPLEX 740 DESKTOP COMPUTERS	2S3GZD1 & 4LWXSF1 & 3LWXSF1 & JKWXSF1		Working
1	DELL - OPTIPLEX 740 DESKTOP COMPUTERS	2QC3BK1		Working
4	17" DELL COMPUTER MONITORS			Working

Parties involved:

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

Transferor - Elected Official/Department Head/

Authorized Staff:

Chief L.C. (Tony) Marshall

Print Name

Signature

Contact Person:

Virginia Johnson

Print Name

+1 (512) 943-1650

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

SEP 29 2016

Signature

Date Phone Number

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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