

Williamson County

Asset Status Change Form

The following asset(s) is(are) considered for: (select one)

- ☐ TRANSFER between 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

Company that uninstalled & installed

Asset List: *new washer, took them*

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	Washer Speed Queen	0610004652	43772	Non-Working
1	Washer Speed Queen	0610006110	43773	Working

Parties involved:

FROM (Transferor Department): *Animal Services (Williamson Co Regional Animal Shelter)*

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

Contact Person:

Cheryl Schneider

Print Name

Print Name

Cheryl Schneider

Signature

Date

512-943-3597

Phone Number

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

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

Contact Person:

Sherman Myers

10/14

Print Name

Print Name

Sherman Myers

Signature

Date

Phone Number

RECEIVED

OCT 14 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 _____