

Williamson County

Asset Status Change 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	File Cabinet, metal 4 drawer, legal size, beige			Working
1	At-A-Glance Wall Calendar	PM333-28		Working
1	Logitech Keyboard	898017-0403		Working

Parties involved:
FROM (Transferor Department): Purchasing Department
Transferor - Elected Official/Department Head/Authorized Staff:
Kerbin Hancock
 Print Name

[Signature]
 Signature

Contact Person:
Lyn Hladky
 Print Name

512-943-1554
 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:
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Print Name

 Print Name OCT 31 2016

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 _____

Williamson County

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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 Monitor	CN-DVHPX3-74445-263-AALL		Working
1	DELL Monitor	CN-DNWX76-72872-33Q-ADYL		Working
1	DELL Monitor	CN-OR9239-48220-54K-027U		Working
1	DELL Monitor	CN-OY4299-71618-5BN-CBE8		Working
1	DELL Monitor	CN-ON300H-64180-111-17WL		Working

Parties involved:

FROM (Transferor Department): Purchasing Department

Transferor - Elected Official/Department Head/
Authorized Staff:

Contact Person:

Print Name

Print Name

Signature

Date Phone Number

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

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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 OPTIPLEX 740 Desktop	4206776509/ 1XKLTJ1	CO2349	Working
1	DESK SHELF FOR Computer, with lift bracket			Working
1	DELL DOCKING STATION PRX	7345U	128	Working
1	SONY Digital Camera & Case MVC-CD500 w/charger	332974		Working
1	HP Printer LaserJet 4100N		100201	Non-Working

Parties involved:

FROM (Transferor Department): Purchasing Department

Transferor - Elected Official/Department Head/
Authorized Staff:

Print Name

Signature

Contact Person:

Print Name

Date 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.)

Contact Person:

Print Name

Signature

Print Name

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)
15	office chairs	n/a	n/a	Non-Working
6	chairs	n/a	n/a	Non-Working
2	desks	n/a	n/a	Non-Working
1	mobile metal detector	n/a	n/a	Non-Working
1	filing cabinet	n/a	n/a	Non-Working

Parties involved:

FROM (Transferor Department): CSCD/Adult Probation

Transferor - Elected Official/Department Head/
Authorized Staff:

Melissa Ramos

Print Name

Signature

Contact Person:

Melissa Ramos

Print Name

+1 (512) 943-3504

Phone Number

9-12-16

Date

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.)

Tony Hill

Print Name

Signature

Contact Person:

Tony Hill

Print Name

Phone Number

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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)
11	4-Drawer Lateral File Cabinet - Black 42" W/Lock			Working

Parties involved:
FROM (Transferor Department): Justice of the Peace, Precinct 3
**Transferor - Elected Official/Department Head/
Authorized Staff:**
Judge Bill Gravell, Jr.

Print Name

Signature


Contact Person:
Melissa Goins

Print Name

+1 (512) 943-1508

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

Date

Contact Person:
Tony Hill

Print Name

+1 (512) 943-3314

Phone Number

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WILLIAMSON COUNTY, TEXAS

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Asset List:

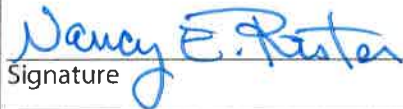
Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
11	Ithaca POSJET PJ1500 AutoCutter USB, Model: PJ15USB1ACDG	SN: SM005016570, SM005016572, SM005016574,		Working
		SM005016577, SM005016579, SM005016580,		Working
		SM005016582, SM005017148, SM005017149,		Working
		SM005017150, SM005016576		Working

Parties involved:
FROM (Transferor Department): Williamson County Clerk Office

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

Nancy E. Rister

Print Name



Signature

Contact Person:

Sean L. Johnson

Print Name

+1 (512) 943-1549

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

NOV - 3 2016

Signature

Date Phone Number



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

Print Name

Print Name

Signature

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:

Nancy Rister

Terri Countess

Print Name

Print Name

Signature

Date Phone Number

943-1521

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WILLIAMSON COUNTY, TEXAS

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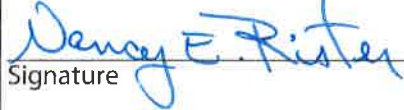
Asset List:

Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
9	Epson M114A Receipt Printer, Part: TM-U950P	SN: A950006325, J9QG003418, A95G029474		Working
		2VJ0017157, K3TF040889, A950006249		Working
		A95G013297, 2VJ0018413		Working
		A95G004800		Non-Working
1	Epson M32PA Receipt Printer, Part: TM-930IIP	SN: 6330008111		Working

Parties involved:**FROM** (Transferor Department): Williamson County Clerk Office
**Transferor - Elected Official/Department Head/
Authorized Staff:**

Nancy E. Rister

Print Name



Signature

Contact Person:

Sean L. Johnson

Print Name

+1 (512) 943-1549

Date Phone Number

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4	WASP WPL305 TT Label Printer, Part: 6338080402006	SN: T456440569, T457200166, T457240578,		Working
		T457240588		Working

Parties involved:

FROM (Transferor Department): Williamson County Clerk Office

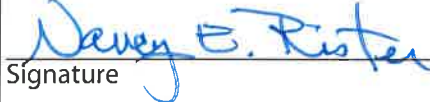
**Transferor - Elected Official/Department Head/
Authorized Staff:**
Contact Person:

Nancy E. Rister

Sean L. Johnson

Print Name

Print Name



+1 (512) 943-1549

Signature

Date Phone Number

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