



# Williamson County Vehicle Status Change Form

To be completed by **department** releasing vehicle:

1) Identify Vehicle:

SN0311326

210

UGD0209

Vehicle Identification Number

Department

Door Number

9065042

2002

GRADALL

XL3100

GRAY

License Plate Number

Year

Make

Model

Color

2) Reason for Status Change:

☐ Accident

Received: 1. Williamson County Fleet Incident/Crash/Vandalism Report

2. The Official Accident Report

3. A Vehicle Insurance / Litigation Form

☐ High Mileage: List actual mileage 5847 HOURS

☐ Not mechanically sound

☐ Other: Explain

Has reached life expectancy

3) Elected Official/Department Head/Authorized Staff

Print Name Terron Evertson

Signature

Date 2-28-17

To be completed by **Fleet Services Manager:**

1) Method of Status Change: This vehicle is to be considered for: (Select one)

☒ SALE at the earliest auction

☐ TRANSFER between county departments

☐ SALVAGE for parts

☐ TRADE-IN for new assets of same general type for the county

☐ SALE to a government entity / civil or charitable organization in the county at fair market value

☐ Other

Print Name

Kevin Teller

Signature

Date

2-28-17

To be completed by **Human Resources Analyst:**

All applicable accident paperwork has been received and there is no litigation pending on this unit. It has been cleared for retirement.

HR Release Authorization:

To be completed by **Budget Office** (only for transfers):

Transfer has been reviewed and approved:

Signature:

**All forms must be routed to the County Auditor's Office once the final authorization and approval have been received.**