

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	Filing cabinet, two drawer, rolling, wood grain			Working
1	Filing cabinet, four drawer, black, letter size			Working
1	Desk chair, blue, mid-back			Working
1	Desk chair, gray, high-back			Working
1	Calculator, Victor, model 1240-2			Working

Parties involved:

FROM (Transferor Department): Auditor's Office

Transferor - Elected Official/Department Head/
Authorized Staff:

Julie M. Kiley

Print Name

Julie M. Kiley

Signature

May 31, 2017

Date

Contact Person:

Lisa Moore

Print Name

+1 (512) 943-1623

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:

Print Name

Signature

Date

Print Name

Phone Number

RECEIVED

MAY 31 2017

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

Asset Status Change Form

[Print Form](#)
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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	Black 4 drawer filing cabinet			
1	Tan 4 drawer Fire King filing cabinet			
1	Tan 4 drawer Fire King filing cabinet			
2	Office partitions			
1	Reception area desk			

Parties involved:
FROM (Transferor Department): Sheriff's Office-Taylor

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

Chief Deputy Tim Ryle

James Carmona

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:

Print Name

Print Name

Signature

Date Phone Number

RECEIVED
MAY 31 2017

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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	Microwave			Non-Working
1	Paper shredder			Non-Working
1	Gray chair			Non-Working

Parties involved:

FROM (Transferor Department): Sheriff's Office-Taylor

Transferor - Elected Official/Department Head/Authorized Staff:

Chief Deputy Tim Ryle

Print Name

Signature

Contact Person:

James Carmona

Print Name

+1 (512) 943-1168

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:**

Print Name

Print Name

Signature

Date Phone Number

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MAY 31 2017

AUDITOR'S OFFICE

WILLIAMSON COUNTY, TEXAS

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