

# 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	Wood Table			Working <input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

**Parties involved:**
**FROM** (Transferor Department): Auction

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

 Tony Hill  
 Print Name

 Tony Hill  
 Print Name

Signature

6/21/2017

943-3314

Date

Phone Number

**RECEIVED**
**TO** (Transferee Department/Auction/Trade-in/Donee): Sheriff's Office 560

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

**Contact Person:**

 Chief Tim Ryle  
 Print Name

 Mary Johnson  
 Print Name

**AUDITOR'S OFFICE  
WILLIAMSON COUNTY, TEXAS**

Signature

6-22-17

512-943-1313

Date

Phone Number

\* 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 \_\_\_\_\_