

# 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	HP B/W Laser Printer 4200n	USGNS17606	100218	Working
1	Dell B/W Laser Printer B5460dn	HQ50522		Non-Working
1	Dell B/W Laser Printer B5460dn	HY50522		Working
1	Fujitsu fi-6140 Scanner	012785		Non-Working
1	Quasar TV/VCR Model VV2005	SB52831232		Non-Working

### Parties involved:

FROM (Transferor Department): JP 4

Transferor - Elected Official/Department Head/  
Authorized Staff:

Jessica Schmidt

Print Name

*Jessica Schmidt*  
Signature

Contact Person:

Jessica Schmidt

Print Name

+1 (512) 352-4159

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.)

RECEIVED

Contact Person:

SEP - 7 2017

Print Name

Print Name

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 \_\_\_\_\_