

Vehicle Status Change

Reason for Status Change	TRANSFER (complete Receiving Department section)
Department	551- Constable Pct 1
County VIN/Serial Number	2C3CDXAT9FH748404
Equipment/Door Number	1A1557
License Plate	FMS-9258
Year	2015
Make	DODGE
Model	CHARGER
Elected Official/Department Head/Authorized Staff Digital Signature	✓ Mike Pendley 8/30/2017 8:44 AM
Department Transfer	
Receiving Department	560 - Sheriffs Office
Receiving Department Signature	✓ Hobby Smith 9/8/2017 9:51 AM
Budget Office Signature Acknowledgement	✓ Ashlie Koenig 9/8/2017 11:24 AM
To be completed by Fleet Services Manager	
Method of Status change: This vehicle is to be considered for: (select one)	Transfer
Fleet Comments	Transfer from Constable Pct 1 (551) to Sheriff's Office (560)
Authorized Fleet Staff Digital Signature	✓ Kevin Teller 9/8/2017 1:33 PM
To be completed by HR - Signature acknowledges that there all paperwork has been received and there are no pending litigations	
Authorizing HR Employee Digital Signature	✓ Heather Kirkwood 9/12/2017 4:01 PM
To be completed by Auditor's Office	
Electronic Signature indicates the Vehicle Status Change has been reviewed and approved.	
Title Approved for (Audit)	No change needed; current title is still valid
Auditor's Authorized Employee Digital Signature	✓ Angela Schmidt 9/13/2017 4:07 PM
To be completed by Purchasing Department	
Purchasing Department Signature Acknowledgement	✓ Jayme Jasso 9/14/2017 9:44 AM
Receiving Department	560 - Sheriffs Office

Human Resources

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