

Williamson County

Asset Status Change Form

Print 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)
6	Burgundy lobby chairs			Working
4	Burgundy guest chairs			Working
1	desk w/hutch	A103843 and A103844-hutch door broken		Non-Working
1	Dell DLP front projector 3100MP	Service Tag: 16PC811	O00099	Non-Working
17	laptop carrying cases			Working

Parties involved:**FROM** (Transferor Department): County Attorney**Transferor - Elected Official/Department Head/Authorized Staff:****Contact Person:**Dee Hobbs
Print Name

Stephanie Lloyd

Print Name

Signature

September 29, 2017

Date

943-1116

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

OCT - 4 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 _____

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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	Logitech M705 wireless mouse and keyboard			Non-Working
2	Olympus Digital Voice recorders WS-300M			Non-Working
1	Dell docking port PR02X	CN-035RXK-12966-38J-0744-A00		Non-Working
1	Dell monitor	CN-0Y4299-71618-56F-CCCX		Non-Working
1	Dell laptop docking station	CN-051XVC-73901-47G-0517-A01		Working

Parties involved:**FROM** (Transferor Department): County Attorney
**Transferor - Elected Official/Department Head/
Authorized Staff:**
Contact Person:

Dee Hobbs

Stephanie Lloyd

Print Name

Print Name

Signature

September 29, 2017

Date

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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	Dell Latitude E6540 w/bag	Service Tag: C72YM12		Working
1	Dell Latitude E6530 w/bag	Service Tag: 7C8CTY1		Working
1	Dell Latitude E6540 w/bag	Service Tag: CJ0TYM12		Working
1	Dell Optiplex 790	Service Tag: 5KVJXV1	C03348	Non-Working
1	Dell laptop docking station	CN-051XVC-73901-38K-1086-A01		Working

Parties involved:
FROM (Transferor Department): County Attorney
Transferor - Elected Official/Department Head/Authorized Staff:
Contact Person:

 Dee Hobbs
 Print Name

 Stephanie Lloyd
 Print Name

Signature

September 29, 2017

Date

 943-1116
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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	Dell laptop docking station	CN-OPW395-73901-293-0858-A01		Working
3	Motorola shoulder mic speaker			Working
1	Motorola battery			Working
1	misc cords			Working

Parties involved:
FROM (Transferor Department): County Attorney
**Transferor - Elected Official/Department Head/
Authorized Staff:**

 Dee Hobbs
 Print Name

Signature

Contact Person:

Stephanie Lloyd

Print Name

943-1116

Phone Number

September 29, 2017

Date

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1	HP Color Laserjet 3600n	CNWDF46871		Non-Working <input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

Parties involved:
FROM (Transferor Department): MOBILE OUTREACH TEAM

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

ANNIE BURWELL

Print Name



Signature

10/2/17

Date

Contact Person:

JEANNE WILLIBY

Print Name

943-3588

Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): AUCTION

**Transferee - Elected Official/Department Head/
Authorized Staff OR Donee - Representative: (If being
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Print Name

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Print Name

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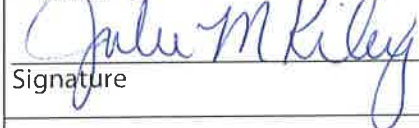
Quantity	Description (year, make, model, etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	Keyboard, keys sticking			Non-Working
11	Keyboards			Working
11	Computer mice			Working

Parties involved:
FROM (Transferor Department): Auditor's Office

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

Julie M. Kiley

Print Name



Signature

October 2, 2017

Date

Contact Person:

Lisa V. Moore

Print Name

+1 (512) 943-1623

Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): Auction

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

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