

## Vehicle Status Change

Reason for Status Change	TRANSFER (complete Receiving Department section)
Department	560 - Sheriffs Office
County VIN/Serial Number	1FTRX12W16KC90224
Equipment/Door Number	SB0612
License Plate	BXM1822
Year	2006
Make	FORD
Model	F150
Elected Official/Department Head/Authorized Staff Digital Signature	✓ Hoby Smith 9/21/2017 4:53 PM
Department Transfer	
Receiving Department	570 - Jail
Receiving Department Signature	✓ Chris Watts 9/26/2017 4:04 PM
Budget Office Signature Acknowledgement	✓ Ashlie Koenig 10/17/2017 8:18 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 560 to 570
Authorized Fleet Staff Digital Signature	✓ Kevin Teller 10/17/2017 9:05 AM
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 10/19/2017 2:57 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 10/20/2017 4:10 PM
To be completed by Purchasing Department	
Purchasing Department Signature Acknowledgement	✓ Jayme Jasso 10/23/2017 2:44 PM
Receiving Department	570 - Jail

Human Resources

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