

Williamson County

Asset Status Change Form

Print Form

The following asset(s) is(are) considered for: (select one)

- ☒ TRANSFER between 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)
7	Black High Back Task Chairs			

Parties involved:

FROM (Transferor Department): Justice of the Peace, Pct. #3

Transferor - Elected Official/Department Head/
Authorized Staff:

Bill Gravel Jr.

Print Name

Signature



10-18-17

Date

Contact Person:

Melissa Goins

Print Name

+1 (512) 943-1508

Phone Number

TO (Transferee Department/Auction/Trade-In/Donee): Sheriff's Department

Transferee - Elected Official/Department Head/

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

Robert Chody

Print Name

Signature

Contact Person:

Kathy Meyer

Print Name

+1 (512) 943-1402

Phone Number

10/18/17

Date

RECEIVED

* 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.

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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 _____