

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	file cabinet			<input type="checkbox"/>
6	chairs			<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>

Parties involved:

FROM (Transferor Department): Auction

Transferor - Elected Official/Department Head/
Authorized Staff:

Contact Person:

Print Name

Print Name

Signature

Date Phone Number

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

Transferee - Elected Official/Department Head/

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

Contact Person:

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Print Name

Print Name

Signature

Date Phone Number

NOV 29 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 _____

Williamson County

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1	Office Chair	EL4300 (091224)	None	Working

Parties involved:

FROM (Transferor Department): 0439 (395th District Court)

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

 Judge Ryan D. Larson
 Print Name

Signature

Contact Person:
 Glenda Poulos
 Print Name

 +1 (512) 943-1395
 Date Phone Number

TO (Transferee Department/Auction/Trade-in/Donee): 0426 (County Court at Law 1)

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

 Judge Suzanne Brooks
 Print Name

Signature

Contact Person:
 Fernanda Munoz
 Print Name

 +1 (512) 943-1200
 Date Phone Number
RECEIVED

DEC - 5 2017

**AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS**

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Print Form

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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	6 shelf metal filing cabinet			Working
1	5 shelf metal filing cabinet			Working

Parties involved:

FROM (Transferor Department): County Attorney

Transferor - Elected Official/Department Head/
Authorized Staff:

Dee Hobbs
Print Name

Signature

December 19, 2017

Date

Contact Person:

Stephanie Lloyd

Print Name

943-1116

Phone Number

RECEIVED

DEC 21 2017

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

Transferee - Elected Official/Department Head/
Authorized Staff OR Donee - Representative: (If being
approved for Sale or Trade-in, no signature is necessary.)

Nancy Rister
Print Name

Signature

12-19-17

Date

Contact Person:

Brad Weems

Print Name

512-943-1151

Phone Number

AUDITOR'S OFFICE
WILLIAMSON COUNTY, TEXAS

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