

# Williamson County

## Asset Status Change Form

Print 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 entlty  
☐ 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.)	A#	Manufacturer ID# (serial, service tag; or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
1	24" Dell Monitor	—	MX-0V718M-74292-183-19AL	N/A	Non-Working
1	24" Dell Monitor	—	GN-07R1K3-74445-86N-BC7V	27-0150A-0A1	Non-Working
2	LOGITECH WIRELESS KEYBOARD	—	840-002183 & 840-004927	N/A	Non-Working
1	DELL LATITUDE LAPTOP	58376	GDDVBS1	N/A	
1	DELL DOCKING STATION	—	OPN-OPW555	N/A	

**Parties involved:**FROM (Transferor Department): URS
**Transferor - Elected Official/Department Head/  
Authorized Staff:**
TERRON EVERTSON  
Print Name

Signature

**Contact Person:**

LYDIA LINDEN

Print Name

+1 (512) 943-3330

Date 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:**

RECEIVED

Print Name

Print Name

JAN 31 2018

Signature

Date Phone Number

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 \_\_\_\_\_