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.) A #	Manufacturer ID# (serial, service tag, or VIN)	County Tag#	Condition of Assets (Working, Non-Working)
~~2~~	~~Box of Misc. Office Supplies~~			
1	Dell Optiplex 7010 81198	5NRLJ02		Working
1	Dell Optiplex 7010 81201	5NRPJ02		Working
1	Dell Optiplex 780 54031	GZQL6M1		Working

Parties involved:

FROM (Transferor Department): JP2

Transferor - Elected Official/Department Head/ Authorized Staff:

Judge Edna Staudt

Print Name

[signature]

Signature   Date

Contact Person:

Sheri Friedman

Print Name

+1 (512) 260-4253

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.)

Print Name

Signature   Date

Contact Person:

Print Name

Phone Number

RECEIVED

JUL 17 2018

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 _____