

Vehicle Status Change

Reason for Status Change	REACHED OPERATIONAL LIFE EXPECTANCY
Department	210 - Unified Road Systems
County VIN/Serial Number	CMW182HEA70000763
Equipment/Door Number	UN0701
License Plate	N/A
Year	2007
Make	DITCH WITCH
Model	1820 WALK BEHIND TRENCHER
Comments (mileage, mechanical issues, other info)	UNDER UTILIZED EQUIPMENT. WILL NOT BE REPLACED. HAS REACHED LIFE EXPECTANCY BY AGE
Elected Official/Department Head/Authorized Staff Digital Signature	✓ Jeff Ivey 9/14/2018 5:15 PM
Department Transfer	
Receiving Department Signature	✗
Budget Office Signature Acknowledgement	✗
To be completed by Fleet Services Manager	
Method of Status change: This vehicle is to be considered for: (select one)	Sale at the earliest auction
Authorized Fleet Staff Digital Signature	✓ Kevin Teller 10/11/2018 11:46 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 10/19/2018 9:28 AM
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 10/26/2018 10:01 AM
To be completed by Purchasing Department	
Purchasing Department Signature Acknowledgement	✓ Jayme Jasso 10/29/2018 11:13 AM

Human Resources

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