

# 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 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	Dell OptiPlex 7010 <i>115275</i>	7FS1P22		Working

### Parties involved:

FROM (Transferor Department): County Clerk

Transferor - Elected Official/Department Head/  
Authorized Staff:

Nancy E. Rister

Print Name

*Nancy E. Rister*

Signature

Date

Contact Person:

Brad Weems (512-943-1151)

Print Name

+1 (512) 943-1520

Phone Number

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TO (Transferee Department/Auction/Trade-in/Donee): 395th District Court

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

*Ryan D. Larson*

Print Name

Signature

Date

Contact Person:

*GLENDIA POULOS*

Print Name

*512/943-1395*

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 \_\_\_\_\_