

Williamson County

Asset Status Change Form

The following asset(s) is(are) to be considered for: (Select one)

- ☐ **TRANSFER** between county departments ☐ **TRADE-IN** for new assets for the county
☒ **SALE** at the earliest auction ☐ **DONATION** to a non-county entity

Asset list:

Quantity	Description (year, make model & etc.)	Manufacturer ID# (serial, service tag, or VIN)	County Tag#
1	Dell Dimension 4100 Computer (no longer functions)	SN# 376J00	C00095
1	Dell 17 Monitor Model# D1028L (discolored screen)	SN#84779-AOM2R	

Parties involved:

FROM (Transferor Department): Classifications Dept-Jail - 570 - CORRECTIONS

Transferor - Elected Official/Department Head/

Authorized Staff:

L.C. Marshall

Print Name

L.C. Marshall

Signature

Date 08 / 19 / 08

Contact Person:

Denise Baker

Print Name

943-1183

Phone Number

TO (Transferee Department/Auction/Trade-in/Donor):

AUCTION

Transferee - Elected Official/Department Head/

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

Contact Person:

Print Name

Print Name

Signature

Phone Number

Date ____ / ____ / ____

For assets donated to a non-county entity:

The Donee accepts the above assets and has determined the Fair Market Value of assets to be \$ _____

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 _____