Williamson County
Asset Status Change Form

The following asset(s) is(are) considered for: (select one)
- TRANSFER between county departments
- TRADE-IN for new assets of similar type for the county
- SALE at the earliest auction *
- DONATION to a non-county entity
- DESTRUCTION due to Public Health / Safety

Asset List:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description (year, make, model, etc.)</th>
<th>Manufacturer ID# (serial, service tag, or VIN)</th>
<th>County Tag#</th>
<th>Condition of Assets (Working, Non-Working)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Monitor</td>
<td>SN CN-04-01X 76-72572-334 - ASME</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Computer</td>
<td>CO 2352</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Keyboard</td>
<td></td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Mouse</td>
<td></td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cable</td>
<td></td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

Parties involved:
FROM (Transferor Department): County Court at Law No. 1
Transferor - Elected Official/Department Head/Authorized Staff: Fernanda Muñoz
Contact Person: 
Print Name: Fernanda Muñoz
Signature: 
Print Name: Fernanda Muñoz
Signature: 8/19/14
Date: 8/19/14
Phone Number: 512-943-1200

TO (Transferee Department/Auction/Trade-in/Donee): Auditor's Office
Transferee - Elected Official/Department Head/Authorized Staff OR Donee - Representative: (if being approved for Sale or Trade-in, no signature is necessary.)
Auditor's Office
Contact Person: 
Print Name: 
Signature: 
Date: 
Phone Number: 

* 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 ________________
Williamson County
Asset Status Change 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:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description (year, make, model, etc.)</th>
<th>Manufacturer ID# (serial, service tag, or VIN)</th>
<th>County Tag#</th>
<th>Condition of Assets (Working, Non-Working)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Desktop Lamp</td>
<td>RECEIVED</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SEP 11, 2014

Parties involved:
FROM (Transferor Department):
Transferor - Elected Official/Department Head/Authorized Staff: 
Print Name: Tony Hill
Signature: 
Date: 9-11-14
Contact Person: 
Phone Number:

TO (Transferee Department/Auction/Trade-in/Donee):
Transferee - Elected Official/Department Head/Authorized Staff OR Donee - Representative: (If being approved for Sale or Trade-in, no signature is necessary.)
Print Name: Bill Gravell
Signature: 
Date: 9-11-14
Contact Person: 
Phone Number:

* 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 ___________________
Williamson County
Asset Status Change Form

The following asset(s) is(are) considered for: (select one)

- [ ] TRANSFER between county departments
- [x] 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:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description (year, make, model, etc.)</th>
<th>Manufacturer ID# (serial, service tag, or VIN)</th>
<th>County Tag#</th>
<th>Condition of Assets (Working, Non-Working)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Misc. box of Keyboards</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

RECEIVED
SEP 11 2014

Parties involved:

FROM (Transferor Department): dp #3

Transferor - Elected Official/Department Head/Authorized Staff: Bill Gravelle

Contact Person: Print Name

Signature Date Phone Number

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

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

Contact Person: Print Name

Signature Date Phone Number

* 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 ___________________
Williamson County
Asset Status Change 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:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description (year, make, model, etc.)</th>
<th>Manufacturer ID# (serial, service tag, or VIN)</th>
<th>County Tag#</th>
<th>Condition of Assets (Working, Non-Working)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cherry wood desk</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>cherry wood hutch</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>cherry wood file drawer</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Parties involved:

FROM (Transferor Department): Auction

Transferor - Elected Official/Department Head/Authorized Staff:

Contact Person:

Tony Hill

Print Name

Signature

Phone Number: +1 (512) 943-3314

Date

TO (Transferee Department/Auction/Trade-in/Donee): Auditor's Office

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

Contact Person:

Lisa Moore

Print Name

Signature

Phone Number: +1 (512) 943-1623

Date

* 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
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:**

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description</th>
<th>Manufacturer ID#</th>
<th>County Tag#</th>
<th>Condition of Assets (Working, Non-Working)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>VG-40 VULACAN TILT SKILLET</td>
<td>NONE FOUND</td>
<td>NONE</td>
<td>Working</td>
</tr>
</tbody>
</table>

**Parties Involved:**

FROM (Transferor Department): Facilities Maintenance

Transferor - Elected Official/Department Head / Authorized Staff:

- Gary Wilson

Contact Person: Ken Fontenot

Print Name Print Name

Signature Date Phone Number 3-5258

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

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

Contact Person:

Print Name Print Name

Signature Date Phone Number

*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 ____________________
Williamson County
Asset Status Change Form

The following asset(s) is(are) considered for: (select one)
- ☐ TRANSFER between county departments
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- ☐ SALE at the earliest auction*
- ☐ DONATION to a non-county entity
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Asset List:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description</th>
<th>Manufacturer ID# (serial, service tag, or VIN)</th>
<th>County Tag#</th>
<th>Condition of Assets (Working, Non-Working)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Brown chair</td>
<td></td>
<td></td>
<td>Working</td>
</tr>
<tr>
<td>1</td>
<td>9 shelves - bookcase</td>
<td></td>
<td></td>
<td>Working</td>
</tr>
<tr>
<td>1</td>
<td>Desk w/ bookcase</td>
<td></td>
<td></td>
<td>Working</td>
</tr>
<tr>
<td>1</td>
<td>Bookcase - cherry</td>
<td></td>
<td></td>
<td>Working</td>
</tr>
</tbody>
</table>

Parties involved:

FROM (Transferor Department): 277th District Court

Transferor - Elected Official/Department Head/Authorized Staff:
Wanda Davidson [Print Name]

Contact Person:
Wanda Davidson

Print Name

Signature

Date 5/29 512-943-1277

Phone Number

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

Transferee - Elected Official/Department Head/Authorized Staff OR Donee - Representative: [Print Name]

Contact Person: Auction

Print Name

Signature

Date

Phone Number

*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 __________________
Williamson County
Asset Status Change Form

The following asset(s) is(are) considered for: (select one)
- TRANSFER between county departments
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Asset List:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description</th>
<th>Manufacturer ID# (serial, service tag, or VIN)</th>
<th>County Tag#</th>
<th>Condition of Assets (Working, Non-Working)</th>
</tr>
</thead>
<tbody>
<tr>
<td>32</td>
<td>boxes of books</td>
<td></td>
<td></td>
<td>Working</td>
</tr>
<tr>
<td>1</td>
<td>bookcase</td>
<td></td>
<td></td>
<td>Working</td>
</tr>
<tr>
<td>1</td>
<td>cabinet - Brown</td>
<td></td>
<td></td>
<td>Working</td>
</tr>
<tr>
<td>1</td>
<td>Hutch</td>
<td></td>
<td></td>
<td>Working</td>
</tr>
<tr>
<td>3</td>
<td>small shelves</td>
<td></td>
<td></td>
<td>Working</td>
</tr>
</tbody>
</table>

Parties involved:

FROM (Transferor Department): **27th District Court**
Transferor - Elected Official/Department Head/Authorized Staff:
Wanda Davidson
Print Name: Wanda Davidson
Signature

Contact Person: Wanda Davidson
Print Name: Wanda Davidson
Date: 8/29
Phone Number: 512-943-1277

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

Contact Person: RECEIVED
Print Name
Signature
Date: SEP - 8
Phone Number: 2014

*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
Williamson County
Asset Status Change Form

The following asset(s) is(are) considered for: (select one)

- TRANSFER between county departments
- TRADE-IN for new assets of similar type for the county
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- DONATION to a non-county entity
- DESTRUCTION due to Public Health / Safety

Asset List:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description (year, make, model, etc.)</th>
<th>Manufacturer ID# (serial, service tag, or VIN)</th>
<th>County Tag#</th>
<th>Condition of Assets (Working, Non-Working)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Bench Chair - Blue</td>
<td></td>
<td></td>
<td>Working</td>
</tr>
<tr>
<td>3</td>
<td>Office Chairs - Blue</td>
<td></td>
<td></td>
<td>Non-working</td>
</tr>
<tr>
<td>1</td>
<td>Dell printer</td>
<td>4Z65W71</td>
<td></td>
<td>Working</td>
</tr>
<tr>
<td>1</td>
<td>Dell keyboard + mouse</td>
<td>KB212-B</td>
<td></td>
<td>Non-working</td>
</tr>
<tr>
<td>1</td>
<td>Dell Monitor</td>
<td>002120111422714471</td>
<td></td>
<td>Working</td>
</tr>
</tbody>
</table>

Parties involved:

FROM (Transferor Department): 774th District Court

Transferor - Elected Official/Department Head/Authorized Staff:
Wanda Davidson

Print Name: Wanda Davidson
Print Name: Wanda Davidson

Signature Date Phone Number: 8/19 512-943-1277

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: Wanda Davidson

Print Name: Wanda Davidson
Print Name: Wanda Davidson

Signature Date Phone Number: 8/19 512-943-1277

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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

RECEIVED SEP 8 2014

AUDITOR'S OFFICE WILLIAMSON COUNTY, TEXAS
Williamson County
Vehicle Status Change Form

To be completed by department releasing vehicle:

1) Identify Vehicle:
   Year 2002
   Make Ford
   Model Explorer
   Color White
   License Plate Number 1087655
   Vehicle Identification Number FmZU60ZEB7B7278

2) Reason for Status Change:
   ☑  Not mechanically sound
   ☑  Needs repairs beyond budget

3) Elected Official/Department Head/Authorized Staff
   Print Name: Jay Schade
   Signature: [Signature]
   Date 8-21-14

To be completed by Fleet Services Manager:

1) Method of Status Change: This vehicle is to be considered for: (Select one)
   ☑  SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation
   ☑  TRADE-IN for new assets of same general type for the county
   ☑  SALE to a government entity / civil or charitable organization in the county at fair market value

Print Name: [Signature]
Date 8-25-14

To be completed by Human Resources Analyst:

All applicable accident paperwork has been received and there is no litigation pending on this unit. It has been cleared for retirement.
HR Release Authorization:

To be completed by Budget Office (only for transfers):

Transfer has been reviewed and approved:
Signature:

All forms must be routed to the County Auditor's Office once the final authorization and approval have been received.
Williamson County
Vehicle Status Change Form

To be completed by department releasing vehicle:

1) Identify Vehicle:
   1FDWF32F4XED43348
   Vehicle Identification Number
   1087670 1999 FORD
   License Plate Number Year Make Model
   Department F350 Door Number WHITE
   Door Number Color

2) Reason for Status Change:
   ☐ Accident
   ☐ High Mileage: List actual mileage 159219
   ☐ Not mechanically sound ERRATIC TRANS. SHIFT
   ☐ Other: Explain

3) Elected Official/Department Head/Authorized Staff
   Print Name: TERRON EVERTON Signature: [Signature] Date: 9/1/14

To be completed by Fleet Services Manager:

1) Method of Status Change: This vehicle is to be considered for: (Select one)
   ☐ SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation
   ☐ TRADE-IN for new assets of same general type for the county
   ☐ SALE to a government entity / civil or charitable organization in the county at fair market value
   ☐ Other

Print Name: RODGERS Signature: [Signature] Date: 8-28-14

To be completed by Human Resources Analyst:

All applicable accident paperwork has been received, and there is no litigation pending on this unit. It has been cleared for retirement.

HR Release Authorization:

To be completed by Budget Office (only for transfers):

Transfer has been reviewed and approved:

Signature:

All forms must be routed to the County Auditor's Office once the final authorization and approval have been received.
Williamson County
Vehicle Status Change Form

To be completed by department releasing vehicle:

<table>
<thead>
<tr>
<th>1) Identify Vehicle:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1FT9X2W47K60393</td>
</tr>
<tr>
<td>Vehicle Identification Number</td>
</tr>
<tr>
<td>1175671</td>
</tr>
<tr>
<td>License Plate Number</td>
</tr>
<tr>
<td>2007</td>
</tr>
<tr>
<td>Year</td>
</tr>
<tr>
<td>FORD</td>
</tr>
<tr>
<td>Make</td>
</tr>
<tr>
<td>F150 Xcab</td>
</tr>
<tr>
<td>Model</td>
</tr>
<tr>
<td>WHITE</td>
</tr>
<tr>
<td>Color</td>
</tr>
</tbody>
</table>

2) Reason for Status Change:

- [ ] Accident
  - Attach: 1. Williamson County Fleet Incident/ Crash/ Vandalism Report
  - 2. The Official Accident Report
  - 3. A Vehicle Insurance / Litigation Form

- [x] High Mileage: List actual mileage 149348
- [ ] Not mechanically sound
- [ ] Other: Explain

3) Elected Official/Department Head/Authorized Staff

Print Name: Terron Evertson
Signature: [Signature]
Date: 9/27/14

To be completed by Fleet Services Manager:

1) Method of Status Change: This vehicle is to be considered for: (Select one)

- [x] SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation
- [ ] TRADE-IN for new assets of same general type for the county
- [ ] SALE to a government entity / civil or charitable organization in the county at fair market value
- [ ] Other

Print Name: R. Rodgers
Signature: [Signature]
Date: 9-28-14

To be completed by Human Resources Analyst:

All applicable accident paperwork has been received and there is no litigation pending on this unit. It has been cleared for retirement.

HR Release Authorization:

To be completed by Budget Office (only for transfers):

Transfer has been reviewed and approved:

Signature:

All forms must be routed to the County Auditor's Office once the final authorization and approval have been received.
Williamson County
Vehicle Status Change Form

To be completed by department releasing vehicle:

1) Identify Vehicle:
   2FAFP71V18X103861
   Vehicle Identification Number
   1183394
   License Plate Number

   570
   Department
   FORD
   Make
   CROWN VIC
   Model
   WHITE
   Color

2) Reason for Status Change:
   □ Accident
     Attach: 1. Williamson County Fleet Incident/Crash/Vandalism Report
            2. The Official Accident Report
            3. A Vehicle Insurance / Litigation Form
   □ High Mileage: List actual mileage 127,653
   □ Not mechanically sound
   □ Other: Explain

3) Elected Official/Department Head/Authorized Staff
   Print Name L.C. "TONY" MARSHALL
   Signature
   Date 3-22-14

To be completed by Fleet Services Manager:

1) Method of Status Change: This vehicle is to be considered for: (Select one)
   □ SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation
   □ TRADE-IN for new assets of same general type for the county
   □ SALE to a government entity / civil or charitable organization in the county at fair market value
   □ Other

   Print Name R. Rodgers
   Signature
   Date 8-25-14

To be completed by Human Resources Analyst:

All applicable accident paperwork has been received and there is no litigation pending on this unit. It has been cleared for retirement.

HR Release Authorization:

To be completed by Budget Office (only for transfers):

Transfer has been reviewed and approved:

Signature:

All forms must be routed to the County Auditor's Office once the final authorization and approval have been received.
Williamson County
Vehicle Status Change Form

To be completed by department releasing vehicle:

1) Identify Vehicle:
   2FAFP71W6X103860
   Vehicle Identification Number 570
   License Plate Number 1183393
   Year 2008
   Make FORD
   Model CROWN VIC
   Color WHITE

2) Reason for Status Change:
   □ Accident
   Attach: 1. Williamson County Fleet Incident/Crash/Vandalism Report
          2. The Official Accident Report
          3. A Vehicle Insurance / Litigation Form
   □ High Mileage: List actual mileage 142,845
   □ Not mechanically sound
   □ Other: Explain

3) Elected Official/Department Head/Authorized Staff
   Print Name L.C. "TONY" MARSHALL
   Signature [Signature]
   Date 8-22-14

To be completed by Fleet Services Manager:

1) Method of Status Change: This vehicle is to be considered for: (Select one)
   □ SALVAGE for parts / SALE at the earliest auction based on Fleet's recommendation
   □ TRADE-IN for new assets of same general type for the county
   □ SALE to a government entity / civil or charitable organization in the county at fair market value
   □ Other

   Print Name R. Rodgers
   Signature [Signature]
   Date 8-25-14

To be completed by Human Resources Analyst:

All applicable accident paperwork has been received and there is no litigation pending on this unit. It has been cleared for retirement.

HR Release Authorization:

To be completed by Budget Office (only for transfers):

Transfer has been reviewed and approved:

Signature:

All forms must be routed to the County Auditor's Office once the final authorization and approval have been received.
Williamson County
Vehicle Status Change Form

To be completed by department releasing vehicle:

1) Identify Vehicle:
   1GNLC2E07DR261496
   560
   SB1332

   Vehicle Identification Number
   1148497
   2013
   CHEVY
   TAHOE
   Black

   License Plate Number
   Year
   Make
   Model
   Color

2) Reason for Status Change:
   ☑ Accident
   Attach: 1. Williamson County Fleet Incident/Crash/Vandalism Report
   2. The Official Accident Report
   3. A Vehicle Insurance/Litigation Form

   □ High Mileage: List actual mileage
   □ Not mechanically sound
   □ Other: Explain
       Total payoff will be $28,050

3) Elected Official/Department Head/Authorized Staff
   Print Name: L.C. "TONY" MARSHALL
   Signature: ___________________________
   Date: 8-22-14

To be completed by Fleet Services Manager:

1) Method of Status Change: This vehicle is to be considered for: (Select one)
   ☐ SALVAGE for parts / SALE at the earliest auction
     based on Fleet's recommendation
   ☐ TRADE-IN for new assets of same general type for
     the county
   ☐ SALE to a government entity / civil or charitable
     organization in the county at fair market value
   ☐ Other

   Print Name: R. RODGERS
   Signature: ___________________________
   Date: 8-25-14

To be completed by Human Resources Analyst:

All applicable accident paperwork has been received and there is no litigation pending on this unit. It has been cleared for retirement.

HR Release Authorization:

To be completed by Budget Office (only for transfers):

Transfer has been reviewed and approved:

Signature:

All forms must be routed to the County Auditor's Office once the final authorization and approval have been received.