

AGENDA ITEM 10

Consider approving the transfer of various computer equipment from Constable Pct. #4 to auction.

Moved: **Commissioner Boatright**

Seconded: **Commissioner Curlee**

Motion: To approve the transfer of various computer equipment from Constable Pct. #4 to auction.

Vote: 3 - 0

< Attachment >

CHANGE OF FIXED ASSET STATUS

DATE 12/16/03

The following fixed asset is to be: (Circle one)

TRANSFERRED SOLD DISPOSED DONATED

Fixed Asset:

<u>Quantity</u>	<u>Description</u>	<u>Model</u>	<u>Serial #</u>
<u>1</u>	<u>KEYBOARD</u>	<u>DELL</u>	<u>N/A</u>
<u>1</u>	<u>"</u>	<u>"</u>	<u>N/A</u>
<u>1SET</u>	<u>SPEAKERS</u>	<u>ENJOY</u>	<u>N/A</u>
<u>1</u>	<u>DELL DIMENSION</u>	<u>M200A</u>	<u>DX0B3</u>
<u>1</u>	<u>"</u>	<u>XPS</u>	<u>5T35L</u>
<u>3</u>	<u>DELL MONITORS</u>	<u>N/A</u>	<u>N/A</u>
<u>1</u>	<u>IBM MONITOR</u>	<u>N/A</u>	<u>N/A</u>

Transferred Asset:

FROM (Transferor): Constable Precinct Four

TO (Transferee): County Auction

The Transferor requests that this fixed asset be removed from the inventory for his/her office and placed in the inventory for the Transferee's office as of the date shown above.

RECEIVED

Donated Asset:

Fair Market Value: _____

DEC 17 2003

FROM (Donor): _____

AUDITOR'S OFFICE
WILLIAMSON COUNTY TEXAS

TO (Recipient): _____

The Donor requests that this fixed asset be added to the Recipient's inventory.



Transferor/Donor – Elected Official/Department Head

Transferee/Recipient – Elected Official/Department Head