

Disposal of Surplus or Obsolete Materials or Equipment

From Site: Maintenance Yard @ Graham (2018Feb15 BM)
(Current Location)

To Site: Disposal
(New Location)

Quantity	Item	Model/Serial Number	MVWSD Tag Number	Condition
1	Refrigerator		0000168MVSD	3
1	VCR		0000236MVSD	3
1	Desk		0000280MVSD	3
1	Smart Board		0000900MVSD	3
1	VCR		0001536MVSD	3
1	Television		0001618MVSD	3
1	AV Cart		0001619MVSD	3
1	Television		0001842MVSD	3
1	AV Cart		0001843MVSD	3
1	AV Cart		0001858MVSD	3
1	AV Cart		0001880MVSD	3
1	AV Cart		0001928MVSD	3
1	Television		0002531MVSD	3
1	AV Cart		0002532MVSD	3
1	Laser Disk		0002547MVSD	3
1	Av Cart		0003197MVSD	3
1	AV Cart		0003294MVSD	3
1	AV Cart		0003338MVSD	3
1	AV Cart		0003349MVSD	3
1	AV Cart		0004354MVSD	3
1	Refrigerator		0004710MVSD	3
1	Refrigerator		0004880MVSD	3
1	Kiosk Cabinet - Salad Bar		0004991MVSD	3
1	Rolling Cabinet		0006300MVSD	3
1	Cabinet - Pink		0006986MVSD	3
1	Cabinet - Pink		0006987MVSD	3
1	Cabinet - Pink		0008257MVSD	3
1	Smart Board		0008351MVSD	3
1	Smart Board		0008356MVSD	3
1	Smart Board		0008365MVSD	3
1	Cabinet - Pink rolling		0009042MVSD	3
1	Refrigerator		0010033MVSD	3
1	Laptop Cabinet		0010308MVSD	3
1	Laptop Cabinet		0013018MVSD	3
1	Picnic Table		0019132MVSD	3
1	Refrigerator			3
1	Refrigerator			3
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Nancy T. Bodley 2-7-18
 Requesting Administrator Signature & Date

Condition Code
1 - Excellent
2 - Fair
3 - Poor

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Approval of Disposal
<i>[Signature]</i> <i>8 Feb 2018</i>
Authorized Signer Signature & Date
<i>[Signature]</i> <i>2/8/18</i>
Superintendent/Designee Signature & Date

Board Approval Date

*******For Office Use Only*******

Post Board of Trustees action, Business Office forward completed form to:

_____ Fiscal Services for Asset Mgmt. Once verified asset tags, return to Business Office.
(Asset Mgmt initial)

Department notified disposal approved and recorded.

- _____ Technology/equipment - Technology
- _____ Furniture - MOT
- _____ Other

Signature & Date

Office use only:
RECEIVED
Received at DO
FEB 07 2018
BUSINESS SERVICE