



## DAVIS JOINT UNIFIED SCHOOL DISTRICT SURPLUS ITEM REQUEST

The following items are required to be approved for surplus by the Board of Education:

- Any item with a purchase price of \$500 or more.
- Any item purchased as "equipment" or "furniture", regardless of purchase price.

### Computer Equipment

- Please include ANY technology equipment (computers, printers, keyboards, etc) so that Technology can be notified of their deletion

Like items without individual inventory/serial or other identifying numbers may be grouped together, such as "140 student desks" or "50 ABC of Reading textbooks IBN #123456789".

District Inventory #	Description (books--include titles or IBN#)	Serial/other identifying number	Condition (e.g. Good, Broken, Obsolete)	Location (Site Name)	Other
18225	Dell Optiplex 7020	8QN5B42	obsolete	Fiscal/Business Serv	Business Conf. Room
none	Dell Monitor	MX 05R108 47605 31M AKGS	obsolete -small	Fiscal/Business Serv	Business Conf. Room
none	Dell Monitor	CN 04JNJ2 64180 9AV 0636	obsolete -small	Fiscal/Business Serv	Business Conf. Room
none	Dell Monitor	CN 0DC323 7161871G AH9A	obsolete -small	Fiscal/Business Serv	Business Conf. Room
none	Dell Monitor	CN 0RN MH6 74445 01H 6945	obsolete -small	Fiscal/Business Serv	Business Conf. Room
none	Box of various cords and adapters	none	okay	Fiscal/Business Serv	Business Conf. Room

You will be contacted by Technology regarding disposal of items once Board approval has been received. You must store all items on site until contacted.

Completed By: Cheryl Ozga

Date Completed: 1-Aug-19

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*Cheryl Ozga*