DAVIS JOINT UNIFIED SCHOOL DISTRICT
TECHNOLOGY SURPLUS PICK-UP REQUEST

(Computer equipment over $500)

The following items are required to be approved for surplus by the Board of Education: Any item with a purchase price **OVER $500.**

Name: Richard Marquez **Email:** rcmarquez@djusd.net

Location: Patwin Elementary

District Inventory #	Item (e.g.: desktop, laptop, projector, etc…)	Condition (e.g. Good, Broken, Obsolete)	Serial / other identifying number	Location
17725	Dell Desktop 7010	Broken	B6CY12	Patwin Lab
17726	Dell Desktop 7010	Broken	BBCY12	Patwin Lab

District Inventory #	Item (e.g.: desktop, laptop, projector, etc…)	Condition (e.g. Good, Broken, Obsolete)	Serial / other identifying number	Location

1. Fill out form as completely as possible.
2. 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.

Questions? Please reach out to Francisco Rojas in Instructional Technology at 530-757-5300.

Completed By: Richard Marquez

Date Completed: 12/19/2019

Contact Name: Richard Marquez

Contact number: 530-757-5394

IT Signature: Francisco Rojas

Date: 12/19/2019

Director of IT: Marcia Bernard

Date: 12/19/2019

Board Meeting Date:_____