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: Marlen Cabrera **Email:** mosoriocabrera@djusd.net

Location: Dept - English Learners and World Languages

District Inventory #	Item (e.g.: desktop, laptop, projector, etc…)	Condition (e.g. Good, Broken, Obsolete)	Serial / other identifying number	Location
015085	Laptop DELL	Obsolete	14467439521	El Department (DO)
015503	Laptop DELL	Obsolete	28303119253	El Department (DO)

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 Julie Ser in Instructional Technology at 530-757-5300.

Completed By: Marlen Cabrera

Date Completed: 04/19/2021

Contact Name: Marlen Cabrera

Contact number: 530-757-5300 ext. 191

IT Signature: Julie Ser

Date: 04/29/2021

Director of IT: Bob Kehr

Date: 04/29/2021

Board Meeting Date:_____