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: Heidi Laurenson **Email:** hlaurenson@djusd.net

Location: Martin Luther King, Jr. High

District Inventory #	Item (e.g.: desktop, laptop, projector, etc…)	Condition (e.g. Good, Broken, Obsolete)	Serial / other identifying number	Location
017152	Dell laptop	obsolete	KHS601JWZ1	King High School
017150	Dell laptop	obsolete	KHS5P3JWZ1	King High School
017147	Dell laptop	obsolete	KHSDM1JWZ1	King High School
017140	Dell laptop	obsolete	missing	King High School
017157	Dell laptop	obsolete	KHSGB1JWZ1	King High School
missing	Dell Optiplex 745	obsolete	8HGRUD1	King High School

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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: Heidi Laurenson

Date Completed: 04/29/2021

Contact Name: Maricela Ortega

Contact number: 5307575425

IT Signature: Julie Ser

Date: 05/11/2021

Director of IT: Bob Kehr

Date: 05/12/2021

Board Meeting Date:_____