



**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
DHS 13-416	Mitsubishi TV CS2611R	184877	Obsolete	DSHS AV Room	Mounted on cart, also to be removed
DHS 13-622	Panasonic Omnivision VCR PV-V4021	G11A80915	Obsolete	DSHS AV Room	T51704
DHS 13-434 inv. 06682	Mitsubishi TV CS27201	524177	Obsolete	DSHS AV Room	Mounted on cart, also to be removed
DHS 13-618	Pnasonic Omnivision VCR PV-V4021	G11A80886	Obsolete	DSHS AV Room	
13-387	Mitsubishi CS2720R	N/A	Obsolete	DSHS AV Room	Mounted on cart, also to be removed
N/A	Sanyo TV DS27590	V0030346312110	Obsolete	DSHS AV Room	
N/A	Magnavox TR2510 C101	3115Q112G	Obsolete	DSHS AV Room	T51708
N/A	Dell P/S2 keyboards (six)	N/A	Obsolete	DSHS AV Room	
12027	Philips Magnavox TP2780 C101	3318I281C	Obsolete	DSHS AV Room	
N/A	HP LasrJet P2055DN printer	CNB9M17189	Non functioning	DSHS AV Room	
13-653	Quasar VCR VHQ-401	D11A82361	Obsolete	DSHS AV Room	
13-714	Mitsubishi VCR HS-U510	089780M	Obsolete	DSHS AV Room	
13469	Dell Optiplex 745 computer	Sevice Tag 3CT3JD1	obsolete	DSHS AV Room	
N/A	Brother DCP 8040 scanner/printer	U61032L4J370861	obsolete	DSHS AV Room	

1. Fill out form as completely as possisble.
2. Submit to Maintenance & Operations (maintenance@djud.k12.ca.us or fax 757-5321).
3. Copy Technology on any computer equipment (technology@djud.k12.ca.us or fax 757-5319).
4. You will be contacted by Maintenance regarding disposal of items once Board approval has been received. You must store all items on site until contacted.



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	Dell monitor E-190Sb		won't power on	DSHS AV room	
	Dell monitor 1907FPC		surplus	DSHS AV Room	
	Dell monitor E176FPC		surplus	DSHS AV Room	
	Dell monitor E176FPC		surplus	DSHS AV Room	
	Dell monitor 1708FPB		surplus	DSHS AV Room	
13-579	Sony CFD-ZW755 boom box		obsolete	DSHS AV Room	
	AIWA CA-DW420 boom box		obsolete	DSHS AV Room	
	Halight 300 projector		obsolete	DSHS AV Room	in a black case
13-263	Sharp cassette player RD457AV1	A50205852	obsolete	DSHS AV Room	
14162	Dell 2300MP video projector	service tag 62HX751	obsolete	DSHS AV Room	in a black case
13-643	Hitachi CP-S317 projector	G21000793	obsolete	DSHS AV Room	
	assorted computer speakers (four sets)		surplus	DSHS AV Room	in a copy paper box
1118	Sylvania Video disc player VP7200GY01	33610913	obsolete	DSHS AV Room	

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N/A	CD Player AEI970	3AB3730850	Obsolete	Library A/V room	
N/A	CD Player AEI970	3AB3730877	Obsolete	Library A/V room	
N/A	CD Player AEI970	3AB0X20067	Obsolete	Library A/V room	
N/A	CD Player AEI970	OEB6312775	Obsolete	Library A/V room	
57-508	PC to Mac Converter	241307050	Obsolete	Library A/V room	
	Sony Mavica FD73 digital camera	1160965	Obsolete	Library A/V room	

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Completed By:			Date Completed:			
Contact Name:			Contact Phone:			