



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)	Location
na	dell optiplex 780	fwy69p1	ok	Korematsu B13	near outer door under window
na	dell optiplex 780	fxwyy8p1	ok	Korematsu B13	near outer door under window
na	dell optiplex 780	fwyd9p1	ok	Korematsu B13	near outer door under window
12517	dell optiplex 780	fwyc9p1	ok	Korematsu B13	near outer door under window
12515	dell optiplex 780	fwyg9p1	ok	Korematsu B13	near outer door under window
10857	dell optiplex 210	fk5gbb1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	j9l2dd1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	hesgcd1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	gxqgcd1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	lyqgcd1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	d1rgcd1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	25sgcd1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	9bsgcd1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	79l2dd1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	54sgcd1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	gbsgcd1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	4lrgcd1	ok	Korematsu B13	near outer door under window
na	dell optiplex 745	19kbcd1	ok	Korematsu B13	near outer door under window
12511	dell optiplex 780	fwy79p1	ok	Korematsu B13	near outer door under window
15046	dell optiplex 380	5m0ljm1	ok	Korematsu B13	near outer door under window

1. Fill out form as completely as possible.
2. Submit to Francisco Rojas in Technology, frojas@djud.net or fax 530-757-5300.
4. 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: Julie Cuetara

Date Completed: 23-Jan-19

Contact Name: Julie Cuetara

Contact Phone: 400-8152