

Chronological

Date: 10/13/2016

TRANSFERS:

Move From:

To:

EXCESS:

Declare Excess and Delete From

Inventory

[illegible]

If More Items to List, Please Attach a List of the Items in the Above Format

Date Removed From Inventory/By _____
Stored At: _____
Bldg/Rm #: _____

Director of Maintenance and Operations will schedule pickup. Only items that are listed on forms approved by District Office will be picked up.