

San Mateo-Foster City School District

DISPOSAL OR TRANSFER OF EQUIPMENT

All personal property belonging to the San Mateo-Foster City School District must be declared surplus to the needs of the district before it can be disposed of or sold. Complete this form and forward it to M & O.

Decal #	Description	Serial #	Condition	Approx Value	
1	33508	Overhead Projector	N/A	damaged	\$0
1	08826	Mac Mini computer	C09HJYCDJDO	damaged	\$0
1	09215	Mac Mini computer	C07K1B48DWYL	damaged	\$0
1	08823	Mac Mini computer	CO97HJ80ADJDO	damaged	\$0
1	08825	Mac Mini computer	CO7HJ801DJDO	damaged	\$0
1	09217	Mac Mini computer	CO7K19FDWYL	damaged	\$0
1	09216	Mac Mini computer	CO7K1A9ZDWYL	damaged	\$0
1	08821	Mac Mini computer	CO7HJ60ADJDO	damaged	\$0
1	08822	Mac Mini computer	CO7HJ7XLDJDO	damaged	\$0
1	09212	Mac Mini computer	CO7K1B7YDWYL	damaged	\$0
1	08824	Mac Mini computer	CO7HJ7Z3DJDO	damaged	\$0
1	09218	Mac Mini computer	CO7K1AODDWYL	damaged	\$0
1	08819	Mac Mini computer	CO7HJ7VUDJDO	damaged	\$0
1	N/A	Mac Mini computer	CO7HU7VUDJDO	damaged	\$0
1	N/A	Mac Mini computer	YMB0565TYL1	damaged	\$0
1	N/A	Mac Mini computer	G87354KVYL3	damaged	\$0
1	N/A	Mac Mini computer	G87354PPYL3	damaged	\$0
1	N/A	Mac Mini computer	G87354P2YL3	damaged	\$0
1	N/A	Mac Mini computer	G87354MVYL3	damaged	\$0
1	N/A	Mac Mini computer	G87354TLYL3	damaged	\$0
1	N/A	Mac Mini computer	G87354PVYL3	damaged	\$0
1	N/A	Mac Mini computer	YMB0932CYL1	damaged	\$0
1	N/A	Mac Mini computer	YMB056X2YL1	damaged	\$0
1	N/A	Mac Mini computer	YMB056WSYL1	damaged	\$0
1	N/A	Mac Mini computer	G880271ZYL3	damaged	\$0
1	N/A	Mac Mini computer	G87354K2YL3	damaged	\$0
1	N/A	Mac Mini computer	YM744586YL2	damaged	\$0
1	N/A	Mac Mini computer	CO7K130NDWYL	damaged	\$0
1	N/A	Mac Mini computer	CO7K1B79DWYL	damaged	\$0

NSM - Computer Labs & Classrooms
 School / Department / Program

C. Long 7/31/18
 Signature of Fiscal Services Administrator Date

x Melinda Fou 6/21/18
 Signature of Principal / Manager Date

 Date approved by Board of Trustees

Inventory records updated _____

For Maintenance & Operations Use Only

<input type="checkbox"/> Disposal	<input type="checkbox"/> Transferred to _____	
	(School Department)	
<input type="checkbox"/> Storage	<input type="checkbox"/> Other	

White copy: Fiscal Services Yellow Copy: FS will send back to School / Department Pink copy: M & O

