GUSD

GILROY UNIFIED SCHOOL DISTRICT
MAR 19 REC'D
ASSISTANT SUPERINTENDENT
ADMINISTRATIVE SERVICES

89-GUS
REV 04/05

# EQUIPMENT TO BE DECLARED SURPLUS OR OBSOLETE

Site/Department: Human Resources Date: 03/12/19

| Quantity | Description Of Equipment To Be Declared Surplus Or Obsolete (Include Model Number) | Asset Tag Number | Date Of Purchase | Estimated Value |
|---|---|---|---|---|
| 1 | Brother Model Fax 4100e | none | 08/01/08 | $300.00 |
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| Declared As Surplus By | | Authorized Disposition | |
|---|---|---|---|
| Site/Location Of Equipment: | Human Resources | Authorized Disposition: | |
| Recommended Disposition: | declare ~~obsolete~~/not functioning | Director, Business Services Signature: | Date: |
| Supervisor's Signature: | Date: 3/12/19 | Date Approved By Board Of Education: | |
| Program Mgr's Signature: (If Categorically Funded) | Date: 3/12/19 | 4 Copies: Business Services Director, Purchasing, School Principal, Coordinator IT | |