

RECEIVED

DISPOSAL OR TRANSFER OF EQUIPMENT

NOV 04 2019

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
GSKJ5J1	Computer Tower		Not Working	0
	Sony TFT color computer display	SDM-HX73	Not Working	0
	Dell Monitor Model 1905FP	<del>XXXXXXXXXX</del>	Not Working	0
	HP Deskjet 6988	C8055A-003	"	0
	HP Deskjet 6127 Qty 2	MY3A43B154,	C8959B"	0
	3 Wireless Headphones	AA2984	"	0
	17 Lakeshore Headphones		"	0
	HP Psc 1210 All in one / HP officejet 7410	MV3QRD122T /	MY61DP7174	0
HI-RM10-A	Computer Tower	TRBMS-34JKF- BFQ3P-GBV91KX96	"	0
	Dell Monitor Jun 2009	CNDP702X72872	Not Working	0
	Dell Monitor 2006	CNDKCH474635636	"	0
	Computer Tower Qty 4		Not Working or have Windows XP	0
	GSKJ4J1, GRQYMG1, 52WAV91, 8L82MS1, 411BSD1, 3CRHPD1, 0			
	CBRHPD1, 2T65GK1, F2K82C1, TR3K3D1, 23K82C1, HBRHPD1, 311BSD1			
	ZMT4QH1, Z882WH1, H01BSD1, 3DXCPD1, 0			
	Projector Epson Qty 4 - 07732, 07736			
	Xerox WorkCentre XE88			

Hightlands Elementary  
School / Department / Program

*C. Allen*  
Signature of Fiscal Services Administrator Date 11/5/19

*Lana French* 11-1-19  
Signature of Principal / Manager Date

Date approved by the Board of Trustees

Inventory records updated \_\_\_\_\_

For Maintenance & Operations Use Only

- Disposal
- Transferred to \_\_\_\_\_  
(School/Department)
- Storage
- Other \_\_\_\_\_

