RECEIVED

FEB 28 2019

For Business Services
San Mateo-Foster City SD

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
A000010096	Sharp VCR	702716119	Damaged	$0
A000010091	Zenith television	721-32370045	Damaged	$0
02022	3M Projector	170157594	Damaged	$0

Abbott Middle School
School / Department / Program

2/27/19
Signature of Principal / Manager Date

Christine McLeod 3/1/19
Signature of Fiscal Services Administrator Date

Date approved by Board of Trustees

Inventory records updated

For Maintenance & Operations Use Only

☐ Disposal ☐ Transferred to _____ (School Department)

☐ Storage ☐ Other _____

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

RECEIVED
FEB 28 2019
For Business Services
San Mateo-Foster City SD

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
04493	2 Mini-Mac	erased	damage	0
	Desktop Dell Optiplex 755	6F4PRH1	damage	0
	Desktop Dell Optiplex 755	235ACG1	damage	0
	Desktop Dell Optiplex 755	H6XKCG1	damage	0
	Desktop Dell Optiplex 755	H35KCG1	damage	0
	2 IMac	None	damage	0
	4 MacBooks	none	damage	0
	1 Sharp TV	TVM2515GB	damage	0
	1 sharp TV	25HM60	damage	0

Baywood
School / Department / Program

Christine Mileng 3/1/19
Signature of Fiscal Services Administrator Date

Amanda Dee 3/1/19
Signature of Principal / Manager Date

Date approved by Board of Trustees

Inventory records updated _____

For Maintenance & Operations Use Only

☐ **Disposal** ☐ **Transferred to** _____ **(School Department)**

☐ **Storage** ☐ **Other** _____

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