

TAMALPAIS UNION HIGH SCHOOL DISTRICT
Larkspur, CA

NOTICE OF DISPOSABLE EQUIPMENT

(Prepare in Triplicate – All Copies to Chief Business Official)

Site/Department Redwood Athletics Date 12/17/18

A. ITEM IDENTIFICATION:

(Please attach list of items for disposal)

Quantity	Description of Item: Make, Model, Serial Numbers and Special Accessories, if any	Age or Year Purchased	Estimated Current Value	Original Cost (If Available)
1	Stationary Bike	?	?	?

B. LOCATION (Where item can be inspected/picked up) Building POOL Deck Room pool

C. CONDITION: (Check One)

☐ Still operable or useable (See D)

☐ Needs repair

☒ Beyond repair

Estimate of Repair \$ _____

Estimate of Replacement \$ _____

D. REASON FOR DISPOSAL:

No longer works

E. METHOD OF DISPOSAL:

☐ Scrap

☐ Donate (Explain) _____

☐ Sale (Circle One)

InterSchola

Renew Computers

Other (Explain): _____

Estimated Sales Value \$ _____

Requested By Bliss Date 12/17/18 Approved By [Signature] Date 12/17/18
Principal/Designee

(Space below is provided for District Office use)

VALIDATION: (Check One)

Dispose as follows:

____ Scrap ____ Donate ____ Sale ____ Other _____

Assistant Superintendent of Educational Services	Senior Director of Information Technology	<u>[Signature]</u> Director of Maintenance & Operations 12/12/2018	<u>[Signature]</u> Chief Business Official
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RECEIVED

Revised March 25, 2009

DEC 11 2018

TUHS
BUSINESS OFFICE