

To: Pat Ditri
From: Noreen Lishak

PL 3/12/12

Re: Disposal of computers

Disposal of the following items located at the Union High School rm. D210

- 5 Mac Apple Computers
- 7 Enlargers Bessler

Historic Value: \$0.00 Condition: Non-Operational

NOTIFICATION OF ASSET CHANGE OF STATUS

 ADDITION

 MOVEMENT

 X DISPOSAL

TAG NUMBER: _____

ASSET DESCRIPTION OR ASSET CODE: _____

A: ADDITION OR MOVEMENT OF AN ASSET

BUILDING: CURRENT: UHS FROM: _____

AREA/ROOM: CURRENT: D210 FROM: J. Gabriel,

DEPARTMENT: CURRENT: ART FROM: P. RAGO

MANUFACTURER: 5 MAC APPLE COMPUTERS
7 Entargers - Bessler -

MODEL NUMBER: MAC APPLE
Bessler 65 SC SERIAL NUMBER: _____

DATE ACQUIRED: Information not available HISTORIC VALUE: Ø

P.O. NUMBER: _____ GRANT NAME: _____

CONDITION: Not operable DISPOSITION: _____

B: DISPOSAL OF AN ASSET

REASON FOR ASSET DISPOSAL: _____

DATE OF DISPOSAL: _____ APPROVAL: _____

ASSET ADMINISTRATOR APPROVAL: _____ DATE: _____