

Declaration of Surplus Textbooks

(Your on-site textbook inventory needs to reflect any books approved as surplus.

A copy of this form will be kept in the central office. Before putting any book on surplus, first consider who else in the district might benefit from having part or all of the materials you can no longer use)

Date.			
School:			
Number of Books	Title	Publisher	Copyright Date
Principal .		 	
Director o	f Schools	 	
School Bo	ard Chairman	 	