FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
SURPLUS AND/OR DISPOSAL OF FURNITURE AND EQUIPMENT

Date _____

_____

School/Department: _____

LOOSE MATERIALS MUST BE BOXED (NO LARGER THAN A CASE OF PAPER) - CANNOT EXCEED 50 LBS. Send form to WAREHOUSE via email to: cspencer@fcusd.org

Attach a copy of this form to the item(s) and/or boxes

					X (CHECK ONE)			
DESCRIPTION OF ITEM	**AGE OR YEAR PURCHASED**	**ASSET TAG #**	**LOCATION**	**TOTAL # OF ITEMS**	**SURPLUS**	**DISPOSAL**	**ELECTRONIC PICK UP**	**REASON FOR SURPLUS/DISPOSAL**

Principal/Designee Signature: _____