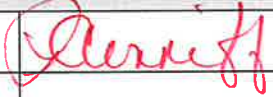


Property & Equipment Disposition Form

Instructions: Use this form to record lost, relocated, stolen or any disposed property or equipment. Use a separate form for each item. Return completed form to the Business Office (Attn: Mary Schallehn).

PROPERTY IDENTIFICATION			
Item Description:	Grizzly G0458ZX - 18" 2 HP Open-End Drum Sander		Today's Date: 6/16/2025
Manufacturer:	Grizzly		Model: G0458Z
Serial/Service Tag #:	DS2018100595	Notes:	Broken - No Use
Equipment Condition:	☒ Broken/Past Useful Life Cycle ☐ Fair ☐ Good ☐ Excellent ☐ Other:		
Fixed Asset Tag #:	010183		

PROPERTY STATUS (Disposed, Relocated, Lost or Stolen)			
DISPOSAL	Date of Disposal:		Approved By:
Reason for Disposal:	BROKEN - NO USE		
Pickup Location:	103		
RELOCATION	Date Relocated:		Approved By:
Removed from:	Building:		Room:
	Department:		Owner:
Relocated to:	Building:		Room:
	Department:		Owner:
LOST / STOLEN	Date Reported to Fixed Asset Manager:		

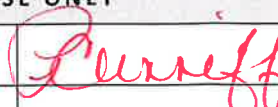
BUSINESS OFFICE USE ONLY			
Received By:		Date:	6/16/25
Supervisor Signature:		Date:	

Property & Equipment Disposition Form

Instructions: Use this form to record lost, relocated, stolen or any disposed property or equipment. Use a separate form for each item. Return completed form to the Business Office (Attn: Mary Schallehn).

PROPERTY IDENTIFICATION			
Item Description:	14" Delta Band saw		Today's Date: 6/16/2025
Manufacturer:	Delta		Model: 14" Band saw
Serial/Service Tag #:	994E48228	Notes:	Broken Machine
Equipment Condition:	☒ Broken/Past Useful Life Cycle ☐ Fair ☐ Good ☐ Excellent ☐ Other:		
Fixed Asset Tag #:	001053		

PROPERTY STATUS (Disposed, Relocated, Lost or Stolen)			
DISPOSAL	Date of Disposal:		Approved By:
Reason for Disposal:	Broken Machine - No use		
Pickup Location:	High school room 103 - Make sure to take the one with a piece of tap on it that says 'BROKEN'		
RELOCATION	Date Relocated:		Approved By:
Removed from:	Building:		Room:
	Department:		Owner:
Relocated to:	Building:		Room:
	Department:		Owner:
LOST / STOLEN	Date Reported to Fixed Asset Manager:		

BUSINESS OFFICE USE ONLY			
Received By:		Date:	6/16/25
Supervisor Signature:		Date:	