



Central Unified School District

Human Resources Department • 4605 N Polk Avenue • Fresno, CA 93722 • (559) 274-4700 • www.centralunified.org

Separation Check-off Form

Employee Name: _____

Position: _____ Site: _____

Certificated Classified

Item List:

- Keys
- Alarm Codes and Security Key Cards (if applicable)
- Employee Identification Badge
- Uniforms
- Electronic devices
 - Laptop (Charger/Case)
District asset tag# _____
 - Tablet (Charger/Case)
District asset tag# _____
 - Cell phone/Radio (if applicable)
- Other Equipment: _____

Employee's signature _____ Date _____

Administrator's signature _____ Date _____