

FOR NON-CAPITAL
ASSET ITEMS:
(Chairs, desks, tables,
file cabinets, etc.)



Return Completed Form to:
BULK TRANSPORTATION
BOX 101
P1B@dallasisd.org

Route: _____
INTERNAL USE ONLY

P1B FORM
SERVICE CENTER
BULK TRANSPORTATION

Transfer from: _____
Dept./School/Building Org. Location

Deliver to: _____
Dept./School/Building Org. Location

Approved by: _____
Principal/Dept. Head/Manager Date

ITEM DESCRIPTION	QUANTITY	CONDITION

Completed by: _____ Date: _____ Tel Ph. No: _____

Location of items (Bldg/Room no.): _____

DO NOT COMPLETE ANY ITEM BELOW DOUBLE LINE. [FOR SERVICE CENTER USE ONLY]

Approved by: _____ Date: _____

Delivered by: _____ Date: _____

Released by: _____ Date: _____

Received by: _____ Date: _____

(PLEASE PRINT NAME)