

## Alameda Unified School District

Fiscal Department: Purchasing  
 2060 Challenger Drive, Alameda, CA 94501  
 Phone 510.337.7087 Fax 510.337.2322

## Property Transfer or Retirement Form

Fro 

Current Location

To: 

New Location

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
1	HP LaserJet Printer	1320n	06290	2
1	HP LaserJet Printer	4240n	06227	2

E-waste – Please Submit This Form to the Technology Dept.  
 Furniture & Equipment – Please Submit This Form to MOF

Approved and Released by Site Administrator Signature: \_\_\_\_\_

Director Signature: \_\_\_\_\_

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 Forward Director Approved Form to Business Services

Chief Business Officer Signature: \_\_\_\_\_

BOE Consent Item Approval (Date): \_\_\_\_\_

-----  
 Forward Form to Purchasing

Posted to Inventory Control by Purchasing (Date): \_\_\_\_\_

Condition Code:

1	Excellent
2	Fair
3	Poor-Retire

# Alameda Unified School District

Fiscal Department: Purchasing  
2060 Challenger Drive, Alameda, CA 94501  
Phone 510.337.7087 Fax 510.337.2322

## Property Transfer or Retirement Form

From Chipman-AAS  
Current Location

To: District Office  
New Location

1/2019

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
1	HP Laptop + charger	pro book	15130	3
1	HP Laptop + charger	pro book	15140	3
1	HP Laptop + charger	pro book	15132	3
1	HP Laptop + charger	pro book	15131	3
1	HP Laptop + charger	pro book	15B3	3
1	HP Laptop + charger	pro book	15118	3
1	HP Laptop + charger	pro book	15131	3
1	HP Laptop + charger	pro book	15134	3
1	HP Laptop + charger	pro book	15109	3
1	HP Laptop + charger	pro book	14799	3

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## Property Transfer or Retirement Form

Fro chipman - AAS  
Current Location

To: District office  
New Location

1/2019

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
1	HP Laptop + charger	Pro Book	15113	3
1	" "	" "	15120	3
1	" "	" "	15114	3

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## Property Transfer or Retirement Form

Fro Long fellow - Rm 28 AAS  
Current Location

To: DISTRICT OFFICE  
New Location

1/20/11

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
1	HP Laptop + charger	Pro Book	14813	3
1	"	"	14814	"
1	"	"	14815	"
1	"	"	14816	"
1	"	"	14817	"
1	"	"	14818	"
1	"	"	14819	"
1	"	"	14820	"
1	"	"	14821	"
1	"	"	14822	"

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Fro Longfellow - Rm 28 AAS  
Current Location

To: District Office  
New Location

1/2019

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
1	HP Laptop Transer	ProBook	14797	3
1	"	"	14798	3
1	"	"	14801	3
1	"	"	14802	3
1	"	"	14804	3
1	"	"	14805	3
1	"	"	14806	3
1	"	"	14807	3
1	"	"	14810	3
1	"	"	14812	3

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## Property Transfer or Retirement Form

Fro Longfellow Rm 28 AAS

Current Location

To: D.O.

New Location

1/20/9

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
1	HP LaptopCharger	Pro Book	14826	3
1	"	"	14827	3
1	"	"	14828	3
1	"	"	14829	3
1	"	"	14831	3
1	"	"	14832	3
1	"	"	15134	3
1	"	"	15135	3
1	"	"	15138	3
1	"	"	15141	3

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**Property Transfer or Retirement Form**

Fro Longfellow Rm 25 AAS  
 Current Location

To: h. d.  
 New Location

1/2019

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
1	HP Laptop charger	Pro Book	15142	3
1	"	"	15143	3
1	"	"	15144	3
1	"	"	15935	3
1	"	"	15936	3
1	"	"	15937	3
1	"	"	15938	3
1	"	"	15939	3
1	"	"	17214	3
1	"	"	17215	3

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Fro Longfellow - AAS  
Current Location

To: D.O.  
New Location

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
1	HP Laptop	Pro Book	15123	Poor
1	" "	Pro Book	15129	Poor
1	" "	Pro Book	15124	Poor
1	" "	Pro Book	14830	Poor
1	" "	Pro Book	15116	Poor

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