

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 Food Service Warehouse
Current Location


To:
New Location

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
1	2001 Dodge Ram 1500	1075492 (licence plate #)	unknown	3

**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: **James Assia**

Digitally signed by James Assia
 Date: 2018.08.10 14:17:08 -07'00'

Director Signature: **James Assia** 

Digitally signed by James Assia
 Date: 2018.08.10 14:18:01 -07'00'

8/10/18

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

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Property Transfer or Retirement Form

Fro Earhart
 Current Location

To: Lum
 New Location

NO #43712

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
11	Office Chairs	Kimball Int'l	—	Fair

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 Furniture & Equipment – Please Submit This Form to MOF

Approved and Released by Site Administrator Signature: _____

Director Signature: _____

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

8/14/18

Exhibit C

Alameda Unified School District

Fiscal Department: Purchasing
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 Phone 510.337.7087 Fax 510.337.2322

Property Transfer or Retirement Form

Fro: OTIS

Current Location

To: Storage

New Location

Wot# 43830

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
1	Dresser (drawers)	—	—	good
1	metal computer cart	—	—	old
2	wooden desk tops	—	—	old
2	metal teacher desks	—	—	old
1	metal small student desk	—	—	old
1	metal upright file cab (drawers)	—	—	good

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: _____

Lanya Harris

Director Signature: _____

Marty Lallen-----
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

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Exhibit D

Property Transfer or Retirement Form

Fro **Ruby Bridges Elementary**
Current Location
To: **Storage/Lum**
New Location

W04#43826

Quantity	Item Description	Model or Serial Number	AUSD Number	Condition
15	computer tables	no tags	no tags	new

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:

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