

UNIVERSITY PLACE SCHOOL DISTRICT NO. 83
3717 Grandview Drive West
University Place, WA 98466-2138



DISPOSAL OF OBSOLETE TECHNOLOGY

School: _____

Name: _____

Instructions:

1. Use this form for computers, printers, projectors, document cameras.
2. List each item separately if it has a district ID.
3. Building Administrator's signature required below.
4. Send original form to Tristan Berquest at Tech Services for pickup.
5. Attach a copy of the form to the surplus item(s).

QTY	DESCRIPTION	District ID	MODEL #	CONDITION (Good/Fair/Poor)	EST. VALUE	LOCATION (Bldg/Room)

Building Administrator: _____

Date: _____