San Leandro Unified School District SCHOOL/SITE: San Leandro High School Page 1 of 1

FURNISHINGS & GENERAL EQUIPMENT TO BE DISCARDED
(NOT ELECTRONICS)

ITEM	DESCRIPTION / STYLE (BRAND NAME AND/OR TYPE)	REASON FOR DISCARDING THE ITEM	QUANTITY
(SAMPLE) DESKS	CUBICLE STYLE UNITS	1	6
Stand-up Freezer-old not working	Traulsen 2 door Freezer ID# 02153 Model # GJT-2-32-NUT Serial # C-22763	unable to repair	1

DerAnne Cortes
PRINT NAME OF PERSON COMPLETING FORM

ADMINISTRATOR'S SIGNATURE

10/22/13
DATE

Revised 01/2010

DO NOT WRITE BELOW THIS LINE

RECEIVED
OCT 24 2013
DIVISION OF BUSINESS SERVICES

BUSINESS OFFICE STAMP	BOARD APPROVAL	INSTRUCTIONAL MATERIALS CENTER