San Leandro Unified School District SCHOOL/SITE: Bancroft MS 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	I	6
File cabinet	rusted and broken 4-drawer		1

Isabelle Rodriguez
PRINT NAME OF PERSON COMPLETING FORM

ADMINISTRATOR'S SIGNATURE

3/4/14
DATE

Revised 01/2010

RECEIVED
MAR 6 2014
DIVISION OF BUSINESS SERVICES

DO NOT WRITE BELOW THIS LINE

BUSINESS OFFICE STAMP	BOARD APPROVAL	INSTRUCTIONAL MATERIALS CENTER