

**FLOWING WELLS SCHOOL DISTRICT
EQUIPMENT TRANSFER / DISPOSAL FORM**

CHECK ONE: Transfer ___ Auction ___ Trade In ___ Other/detail _____

FROM	Site _____		TO	Site _____	
	Dept/Program _____			Dept/Program _____	
TAG #	SERIAL #	DESCRIPTION	DATE ACQ.	COST	CODE/REASON FOR DISPOSAL

DONOR

ADMINISTRATOR _____ DATE _____ SITE PROPERTY AGENT _____ DATE _____

RECEIVER

ADMINISTRATOR _____ DATE _____ SITE PROPERTY AGENT _____ DATE _____

DISTRICT PROPERTY AGENT DATE

Forward all copies to warehouse, 1 copy will be returned to each site.

9-FW30100

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