Mary M. Knight School District
Surplus Property Disposition Request Form

Surplused By: K. Cole Date: 6/9/2025

The following form must accompany all items being surplused and all items should be clearly marked as surplus. Please forward a copy of this form to the administration building.

Qty	Item Description	Manufacturer	Model #	Serial #	ISBN #	Copyright Date	Condition
1	palm sander	Black & Decker		93445	N/A	N/A	poor
1	corded power drill	Ryobi		CS1310NC70653	N/A	N/A	fair

(For Admin Use) Location of Stored Surplused Items: _____