

Parkrose School District #3

REQUEST FOR DISPOSAL OF CAPITAL ASSET ITEMS							
Name of Individual Requesting Disposition:		Building:			Location of Items:		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
							Disposal: Please Indicate Method
							Selling: Competitive Bid Process
							Donation: List Organization
Description of Property including Brand & Serial #	District Tag #	Date Acquired	Purchase Price	Replacement Price	Qty	Total Cost of Disposition (5) x (6)	Other: List Means and/or Place
Bus #57 VIN #1GBJG31F9Y1262128	A008196	8/29/2000	48,400.00	68,441.00	1	68,441.00	These two buses will be used as trade-ins with Western Bus, for Parts credit.
Bus #59 VIN #1FDWE45F83HB54618	A008973	12/18/2003	51,821.00	68,441.00	1	68,441.00	
					2	136,882.00	
Total Items and Cost of Disposal:							
Required Signatures (if applicable)		<i>Haven Gray OK 6/11/18</i>					
Principal:		Date Approved:					
Technology:		Date Approved:					
Request Approved? Yes ___ No ___		Date Approved:				Approved By: <i>[Signature]</i> 6/11/18	
*If denied, recommended action:							
To Operations for Equipment Removal		Date:					
To District Office to Remove from Inventory		Date:					

Please forward white and yellow copies to District Office for Board Approval. Pink copy for your file.