



Fixed Asset Discard List

Campus

(Please Check Appropriate Campus)

☒ SE High School

☐ Middle School

☐ Alarcon

☐ Borrego

☐ Sambrano

☐ Other: _____

☐ Excell

☐ Loya

	Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	Outside cafeteria	Cafeteria Tables	1686	1	Grey student tables broken and old
2		Cafeteria Tables	1689	1	Grey student tables broken and old
3		Cafeteria Tables	1669	1	Grey student tables broken and old
4		Cafeteria Tables	1688	1	Grey student tables broken and old
5		Cafeteria Tables	1684	1	Grey student tables broken and old
6		Cafeteria Tables	1670	1	Grey student tables broken and old
7		Cafeteria Tables	1692	1	Grey student tables broken and old
8		Cafeteria Tables	1666	1	Grey student tables broken and old
9		Cafeteria Tables	1682	1	Grey student tables broken and old
10		Cafeteria Tables	1667	1	Grey student tables broken and old
11		Cafeteria Tables	1674	1	Grey student tables broken and old
12		Cafeteria Tables	1679	1	Grey student tables broken and old
13		Cafeteria Tables	1687	1	Grey student tables broken and old
14		Cafeteria Tables	1672	1	Grey student tables broken and old
15		Cafeteria Tables	1671	1	Grey student tables broken and old
16		Cafeteria Tables	1685	1	Grey student tables broken and old
17		Cafeteria Tables	1683	1	Grey student tables broken and old
18		Cafeteria Tables	1677	1	Grey student tables broken and old
19		Cafeteria Tables	1675	1	Grey student tables broken and old
20		Cafeteria Tables	1676	1	Grey student tables broken and old
21		Cafeteria Tables	1693	1	Grey student tables broken and old
22		Cafeteria Tables	1678	1	Grey student tables broken and old
23		Cafeteria Tables	1690	1	Grey student tables broken and old
24		Cafeteria Tables	1691	1	Grey student tables broken and old
25					
26					
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30					

Date: 10-29-25

Authorized Campus

Signature _____

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Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	Chair	0809033039	1	Very old - office
2	Base Computer	N/A	1	Broken
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Date: 10-15-2025

Authorized Campus

Signature [Signature]

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Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	cafeteria tables	1018	1	old, replaced for newer ones
2	cafeteria tables	1020	1	old, replaced for newer ones
3	cafeteria tables	1021	1	old, replaced for newer ones
4	cafeteria tables	1022	1	old, replaced for newer ones
5	cafeteria tables	1030	1	old, replaced for newer ones
6	cafeteria tables	1040	1	old, replaced for newer ones
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Date: 10-29-25

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