



Fixed Asset Discard List

Campus

(Please Check Appropriate Campus)

☒ SE High School

☐ Middle School

☐ Alarcon

☐ Borrego

☐ Sambrano

☐ Other: _____

☐ Excell

☐ Loya

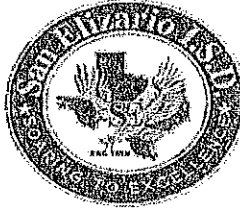
Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	Cafeteria Bectawel dispenser	n/a	4	Replaced for new
2	Cafeteria Custodian Cart	n/a	1	
3				
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28				
29				
30				

Date: 10-1-25

Authorized Campus

Signature [Signature]

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	Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	Cafeteria	Paper Towel Dispenser	n/a	4	Replaced for new
2					
3					
4					
5					
6					
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12					
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Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	Cafeteria Rectangular Metal Pans	No tag	6	Blue Paint peeling, exposing rust
2	Cafeteria Paper Towel Dispenser	No tag	2	Replaced for new
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Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	Cafeteria Bun Rack	n/a	1	Unrepairable
2	Cafeteria Towel Dispenser	n/a	2	Replaced for new
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	Room#	Description	Tag Number/Serial	Qty	Comments/Reasons
1	Mifekna	Shelves	1210113305	1	Broken legs
2					
3					
4					
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