

## MEMORANDUM

TO: Superintendent, Spencer County Public Schools  
 FROM:

DATE:  mm/dd/yyyy

SUBJECT: Request to Surplus Property

Please Read: The District does not have a storage facility or space; therefore, storage of surplus equipment is a school responsibility. The District will advertise available surplus at [www.spencer.k12.ky.us/co/finance/surplus\\_items.htm](http://www.spencer.k12.ky.us/co/finance/surplus_items.htm) so other schools can check for needed equipment before ordering new. Occasionally surplus property will be advertised for sealed bid or auctioned.

Please accept this recommendation to surplus the following property:

LOCATION	QTY	DESCRIPTION	SERIAL#	ASSET TAG#	CONDITION
Bus Garage ▾	1	1990 International: Bus 232	AZRN0LH275523		Not Usable ▾
Bus Garage ▾	1	1991 International: Bus 247	CNMN0NH370239		Not Usable ▾
Bus Garage ▾	1	1992 International: Bus 276	CNMN0NH370239		Not Usable ▾
Bus Garage ▾	1	1995 Ford: Bus 9502	B80C2SVA61109	Already Surplus	Not Usable ▾
Bus Garage ▾	1	1997 International: 9701	BAAN4VH492553	Already Surplus	Not Usable ▾
Bus Garage ▾	1	1989 Ford Pickup			Not Usable ▾
<choose one> ▾					<choose one> ▾
<choose one> ▾					<choose one> ▾
<choose one> ▾					<choose one> ▾
<choose one> ▾					<choose one> ▾



Print Now - Send to your building principal and  
 Michele Barlow at Central Office

NOW PRESS SUBMIT

