**SURPLUS REQUEST FORM**

School Name: Spencer County Adult Education

Name: Lola Sipes

Department:

Date: June 14, 2017

**Please print this form and email to Michele Barlow for Board approval.**

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| **Item**  | **Qty** | **Reason for Surplus** |
| Computer Tower6ww9ns1 Optiplex 390 | 1 | No longer useable |
| Computer TowerC11t6d1 Optiplex 745 | 1 | No longer useable |
| Computer TowerD01t61 Optiplex 745 | 1 | No longer useable |
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