

# FIXED ASSET INFORMATION

RECEIVED  
11/15/19

Revised 3/7/2019

Please Complete All Applicable Information

Is the Fixed Asset New or Retired (please circle):

NEW

RETIRE

Fiscal Year:

Asset Tag #:

11631

PO#:

Asset Description:

Cost of Asset:

Vendor Name:

Invoice #:

Manufacture:

Dell

Serial #:

B9 F G H K 1

Retirement/Disposal Date:

11-1-19 TC

Model #:

760

Commodity Code:

Please Circle Appropriate Code for Asset Disposal

DM - Damaged

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade - In

T - Transferred

Place Asset Tag Below

Asset tag

11631

SIN

B9 F G H K 1

Asset Type & Function (Chose from below)

Class	Sub Class	Department
10 Land	110 Land	1100 Instruction
	120 Land Improvements	2100 Instructional Student Support Services
	130 Infrastructure	2200 Instructional Staff Support Services
20 Buildings	210 Buildings	2300 District Admin
	220 Building Improvements	2400 School Administrative
	230 Portable Buildings	2500 Business Support Services
	240 Carpet/Tile Replacement	2600 Plant Operations & Maintenance
30 Technology	310 KETS Technology	2700 Student Transportation
	320 Non-KETS Technology	3100 Food Service
	330 Copiers	3200 Enterprise Operations
40 Vehicles	410 School Buses	3300 Community Serv. Operations (FRYSC)
	420 Other Vehicles	
50 General	510 Rolling Stock	Technology Surplus
	520 Food Service	Pending Board
	530 Furniture & Fixtures	Approval
	540 Audio-Visual Equipment	
	550 Other	

FY20

11/15/19 Fpk

Asset Tag & Location (Complete when moving equipment from location to location or from room to room within same location.)

Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please complete if Tagging New Asset

School/Building Location:

Room #:

Asset Tagged By:

Tagged Date:

# FIXED ASSET INFORMATION

Please Complete All Applicable Information

RECEIVED  
11/15/19

Revised 3/7/2019

Is the Fixed Asset New or Retired (please circle):

NEW

RETIRE

Fiscal Year:

Asset Tag #:

11536

PO#:

Asset Description:

Cost of Asset:

Vendor Name:

Invoice #:

Manufacture:

Pell

Serial #:

GC9CDK1

Retirement/Disposal Date:

11-1-19 TC

Model #:

OptiPlex 760

Commodity Code:

Please Circle Appropriate Code for Asset Disposal

DM - Damaged

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade - In

T - Transferred

Place Asset Tag Below

Property Of Livingston  
County School District



11536

Service Tag: GC9CDK1  
Express  
Service Code: 35569805473  
Mfg. Date: 20090911 JSD2

Rm 405 #3

Asset Type & Function (Chose from below)

Class	Sub Class	Department
10 Land	110 Land	1100 Instruction
	120 Land Improvements	2100 Instructional Student Support Services
	130 Infrastructure	2200 Instructional Staff Support Services
20 Buildings	210 Buildings	2300 District Admin
	220 Building Improvements	2400 School Administrative
	230 Portable Buildings	2500 Business Support Services
	240 Carpet/Tile Replacement	2600 Plant Operations & Maintenance
30 Technology	310 KETS Technology	2700 Student Transportation
	320 Non-KETS Technology	3100 Food Service
	330 Copiers	3200 Enterprise Operations
40 Vehicles	410 School Buses	3300 Community Serv. Operations (FRYSC)
	420 Other Vehicles	
50 General	510 Rolling Stock	Technology Surplus
	520 Food Service	Pending Board
	530 Furniture & Fixtures	Approval
	540 Audio-Visual Equipment	
	550 Other	

Asset Tag & Location (Complete when moving equipment from location to location or from room to room within same location.)

Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please complete if Tagging New Asset

School/Building Location:

Room #:

Asset Tagged By:

Tagged Date:

# FIXED ASSET INFORMATION

RECEIVED  
11/13/19

Revised 3/7/2019

Please Complete All Applicable Information

Is the Fixed Asset New or Retired (please circle):

NEW

~~RETIRED~~

Fiscal Year:

Asset Tag #:

12008

PO#:

Asset Description:

Cost of Asset:

Vendor Name:

Invoice #:

Manufacture:

Dell

Serial #:

HPDMN M1

Retirement/Disposal Date:

11-1-19 TC

Model #:

Optiplex 380

Commodity Code:

Please Circle Appropriate Code for Asset Disposal

DM - Damaged

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade - In

T - Transferred

Place Asset Tag Below

Property Of Livingston  
County School District



12008



Rm 406 #5

Asset Type & Function (Choose from below)

Class	Sub Class	Department
10 Land	110 Land	1100 Instruction
	120 Land Improvements	2100 Instructional Student Support Services
	130 Infrastructure	2200 Instructional Staff Support Services
20 Buildings	210 Buildings	2300 District Admin
	220 Building Improvements	2400 School Administrative
	230 Portable Buildings	2500 Business Support Services
	240 Carpet/Tile Replacement	2600 Plant Operations & Maintenance
		2700 Student Transportation
30 Technology	310 KETS Technology	3100 Food Service
	320 Non-KETS Technology	3200 Enterprise Operations
	330 Copiers	3300 Community Serv. Operations (FRYSC)
40 Vehicles	410 School Buses	
	420 Other Vehicles	
50 General	510 Rolling Stock	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Technology Surplus  
Pending Board  
Approval \_\_\_\_\_

FY20

Ref 11/15/19

Asset Tag & Location (Complete when moving equipment from location to location or from room to room within same location.)

Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
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Move To: (New Location)		Room #:	
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Move To: (New Location)		Room #:	
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Move To: (New Location)		Room #:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please complete if Tagging New Asset

School/Building Location:

Room #:

Asset Tagged By:

Tagged Date:

# FIXED ASSET INFORMATION

Please Complete All Applicable Information

RECEIVED  
11/13/19

Revised 3/7/2019

Is the Fixed Asset New or Retired (please circle):

NEW

RETIRE

Fiscal Year:

Asset Tag #:

13111

PO#:

Asset Description:

Cost of Asset:

Vendor Name:

Invoice #:

Manufacture:

Lenovo, N23

Serial #:

YD02A37F

Retirement/Disposal Date:

11/14/19

Model #:

YDNOB6823008

Commodity Code:

Please Circle Appropriate Code for Asset Disposal

DM - Damaged

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade - In

T - Transferred

Place Asset Tag Below

Property Of Livingston  
County School District



13111

Asset Type & Function (Chose from below)

Class	Sub Class	Department
10 Land	110 Land	1100 Instruction
	120 Land Improvements	2100 Instructional Student Support Services
	130 Infrastructure	2200 Instructional Staff Support Services
20 Buildings	210 Buildings	2300 District Admin
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50 General	510 Rolling Stock	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Technology Surplus  
Pending Board  
Approval

FY 20

B. J. [Signature]

Asset Tag & Location (Complete when moving equipment from location to location or:

Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	
Move From:(Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please complete if Tagging New Asset

School/Building Location:

LCMS

Room #:

Asset Tagged By:

Tagged Date: