SURPLUS REQUEST FORM

School Name: Spencer County Middle

Name: Ronda Cox

Department: ELA / 8th Grd.

Date: 12-2-19

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

Item	Qty	Reason for Surplus
Properties of Matter	12	Unused material
Science CD	109	old textbook materials, unused
2001 World Book Encyclopedia Iset		Outdated, unused material