

FIXED ASSET INFORMATION

Please Complete All Applicable Information

RECEIVED
12/11/20 9:00

Revised 11/6/2019

Asset Tag #:	<u>12058</u>	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

Asset Description: <u>Smart State</u>	Location: <u>LCHS</u>
Serial #: <u>106P009492</u>	Model #: <u>WS200</u>

Please Circle Appropriate Code

- ☒ DM - Damaged
- ☐ J - Junked (End of Life)
- ☐ M - Missing
- ☐ S - Sold
- ☐ ST - Stolen
- ☐ SS - Surplus
- ☐ TI - Trade - In
- ☐ T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



12058

Please Complete for Surplus of Asset

Signature: <u>Regina Duran</u>	Date: <u>11-30-2020</u>
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Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature: _____	Date: _____
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

RECEIVED
12/1/20 90

Revised 11/6/2019

NEW FIXED ASSET INFORMATION

Asset Tag #:	12682	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description:	Dell	Location:	LCHS
Serial #:	48F3042	Model #:	Latitude 3450
Please Circle Appropriate Code DM - Damaged J - Junked (End of Life) M - Missing S - Sold ST - Stolen SS - Surplus TI - Trade - In T - Transferred		Place Asset Tag Below, if no tag, please write in Tag # Property Of Livingston County School District  12682	

Please Complete for Surplus of Asset

Signature:	Regina Durand	Date:	11-30-2020
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.			
TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
Please Complete for Approval of Asset Location Change.			
Signature:		Date:	

FIXED ASSET INFORMATION

Please Complete All Applicable Information

RECEIVED
12/11/20

Revised 11/6/2019

NEW FIXED ASSET INFORMATION

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacture:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description: <u>Dell</u>	Location: <u>LCHS</u>
Serial #: <u>487P941</u>	Model #: <u>Optiplex 7010</u>
Please Circle Appropriate Code ☒ DM - Damaged ☐ J - Junked (End of Life) ☐ M - Missing ☐ S - Sold ☐ ST - Stolen ☐ SS - Surplus ☐ TI - Trade - In ☐ T - Transferred	Place Asset Tag Below, if no tag, please write in Tag # Property Of Livingston County School District  11874

Please Complete for Surplus of Asset

Signature: <u>Regina Durand</u>	Date: <u>11-30-2020</u>
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature: _____	Date: _____
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

RECEIVED
12/1/20

Revised 11/6/2019

Asset Tag #:	12272	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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
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	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	

Please Complete if Tagging New Asset

School/Building Location:

Room #:

Asset Tagged By:

Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description:

Serial #:

Location:

Model #:

Please Circle Appropriate Code

- DM - Damaged
- ☒ J - Junked (End of Life)
- M - Missing
- S - Sold
- ST - Stolen
- SS - Surplus
- TI - Trade - In
- T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



12272

Please Complete for Surplus of Asset

Signature:

Date:

CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature:

Date:

FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacture:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

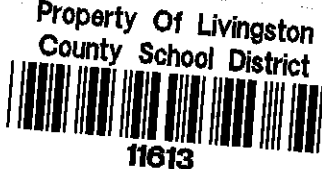
Asset Type & Function (Chose from below)

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
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		2700 Student Transportation
30 Technology	310 KETS Technology	3100 Food Service
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	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	

Please Complete If Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description: Dell	Location: LCHS
Serial #: B9JTGK1	Model #: Optiplex 760
Please Circle Appropriate Code DM - Damaged <u>J</u> - Junked (End of Life) M - Missing S - Sold ST - Stolen SS - Surplus TI - Trade - In T - Transferred	Place Asset Tag Below, if no tag, please write in Tag #  Property Of Livingston County School District 11613

Please Complete for Surplus of Asset

Signature: Regina Duran	Date: 11-30-2020
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.			
TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
Please Complete for Approval of Asset Location Change.			
Signature:		Date:	

NEW FIXED ASSET INFORMATION

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacturer:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

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
	310 KETS Technology	2700 Student Transportation
30 Technology	320 Non-KETS Technology	3100 Food Service
	330 Copiers	3200 Enterprise Operations
	410 School Buses	3300 Community Serv. Operations (FRYSC)
40 Vehicles	420 Other Vehicles	
	510 Rolling Stock	
50 General	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description: <u>PC</u>	Location: <u>LCHS Rm 19 AC Staff</u>
Serial #: <u>C3ZAMS1</u>	Model #: <u>Dell Optiplex 390</u>

Please Circle Appropriate Code

DM - Damaged

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade-In

T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

26362349137

NO FA TAG

12270

(Expired warranty April 11, 2015)

Records Bought April 2011

Please Complete for Surplus of Asset

Signature: _____	Date: _____
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature: _____	Date: _____
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RECEIVED
12/11/20

NEW FIXED ASSET INFORMATION

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacturer:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

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
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	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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description: <u>11437 Laptop</u>	Location: <u>LCMS Rm 7 Sci</u>
Serial #: <u>56K0K41</u>	Model #: <u>Dell Vostro 1000 (V374)</u>

Please Circle Appropriate Code

DM - Damaged
J - Junked (End of Life)
 M - Missing
 S - Sold
 ST - Stolen
 SS - Surplus
 TI - Trade - In
 T - Transferred

Please Asset Tag Below, if no tag, please write in Tag #

11437 new

Property Of Livingston
County School District



11437

Please Complete for Surplus of Asset

Signature:	Date:
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature:	Date:
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NEW FIXED ASSET INFORMATION

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacturer:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

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
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	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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description: <u>Laptop</u>	Location: <u>LEHS Rm 7 Sci</u>
Serial #: <u>76KDKH7</u>	Model #: <u>Dell Vostro 1000 (V157)</u>
Please Circle Appropriate Code	
☐ DM - Damaged ☒ J - Junked (End of Life) ☐ M - Missing ☐ S - Sold ☐ ST - Stolen ☐ SS - Surplus ☐ TI - Trade - In ☐ T - Transferred	
Place Asset Tag Below, if no tag, please write in Tag # <u>32617</u>	
New 11/2004 Property Of Livingston County School District  11438	

Please Complete for Surplus of Asset

Signature:	Date:
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature:	Date:
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

RECEIVED
12/11/20

Revised 11/6/2019

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacture:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

Asset Type & Function (Choose from below)

Class	Sub Class	Department
10 Land	110 Land	1100 Instruction
	120 Land Improvements	2100 Instructional Student Support Services
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20 Buildings	210 Buildings	2300 District Admin
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	330 Copiers	3200 Enterprise Operations
40 Vehicles	410 School Buses	3300 Community Serv. Operations (FRYSC)
	420 Other Vehicles	
50 General	510 Rolling Stock	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location: _____ Room #: _____

Asset Tagged By: _____ Tagged Date: _____

Asset Description: 13151 Laptop **Location:** LLMS OZONE

Serial #: 103 T61 F2 **Model #:** Latitude 3470

Please Circle Appropriate Code

DM - Damaged
J - Junked (End of Life)
 M - Missing
 S - Sold
 ST - Stolen
 SS - Surplus
 TI - Trade-In
 T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston County School District

13151

out of warranty
Bad hardware / NO OS

Please Complete for Surplus of Asset

Signature: _____ Date: _____

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature: _____ Date: _____

12/1/00 90

NEW FIXED ASSET INFORMATION

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacturer:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

Asset Type & Function (Choose from below)

Class	Sub Class	Department
10 Land	110 Land	1100 Instruction
	120 Land Improvements	2100 Instructional Student Support Services
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	230 Portable Buildings	2500 Business Support Services
	240 Carpet/Tile Replacement	2600 Plant Operations & Maintenance
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40 Vehicles	410 School Buses	3300 Community Serv. Operations (FRYSC)
	420 Other Vehicles	
50 General	510 Rolling Stock	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description: <u>13150 Laptop</u>	Location: <u>LCMS OZONE</u>
Serial #: <u>13T61F2</u>	Model #: <u>Latitude 3470</u>

Please Circle Appropriate Code

DM - Damaged
☒ J - Junked (End of Life)
 M - Missing
 S - Sold
 ST - Stolen
 SS - Surplus
 TI - Trade-In
 T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



13150

*Out of warranty
did HO/NO CS*

Please Complete for Surplus of Asset

Signature:	Date:
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature:	Date:
------------	-------

FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacture:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

Asset Type & Function (Chose from below)

Class	Sub Class	Department
10 Land	110 Land	1100 Instruction
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40 Vehicles	410 School Buses	3300 Community Serv. Operations (FRYSC)
	420 Other Vehicles	
50 General	510 Rolling Stock	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:

Room #:

Asset Tagged By:

Tagged Date:

NEW FIXED ASSET INFORMATION

SURPLUS ASSET INFORMATION

Please Circle Appropriate Code

DM - Damaged

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade - In

T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



13292

Please Complete for Surplus of Asset

Signature:

Date:

Complete when moving equipment from location to location or from room to room within same location.

CHANGE IN ASSET LOCATION

TAG #	Asset Description:	
Serial #:	Model #	Addr Information:
Move From: (Current Location)	Room #:	
Move To: (New Location)	Room #:	

Please Complete for Approval of Asset Location Change.

Signature:

Date:

FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

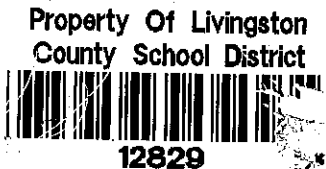
Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacture:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

Asset Type & Function (Chose from below)

Class	Sub Class	Department
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40 Vehicles	410 School Buses	3300 Community Serv. Operations (FRYSC)
	420 Other Vehicles	
50 General	510 Rolling Stock	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete If Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION Please Circle Appropriate Code DM - Damaged J - Junked (End of Life) M - Missing S - Sold ST - Stolen SS - Surplus TI - Trade - In T - Transferred	Asset Description: <u>HP Stream</u> Serial #: <u>5CD61B13DT</u> Location: <u>LCMS</u> Model #: <u>(T3L1Y4TABA)G2</u>
	Place Asset Tag Below, if no tag, please write in Tag #  Property Of Livingston County School District 12829

Please Complete for Surplus of Asset

Signature: <u>Regina Duran</u>	Date: <u>12/18/2020</u>
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Complete when moving equipment from location to location or from room to room within same location.			
TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
Please Complete for Approval of Asset Location Change.			
Signature: _____		Date: _____	

FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

RECEIVED
12/11/20

NEW FIXED ASSET INFORMATION

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacture:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

Asset Type & Function (Chose from below)

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	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description: <u>Lenovo N23</u>	Location: <u>LCMS</u>
Serial #: <u>LR09VF4C</u>	Model #: <u>LRNX-B7826004</u>
Please Circle Appropriate Code	
☒ DM - Damaged ☐ J - Junked (End of Life) ☐ M - Missing ☐ S - Sold ☐ ST - Stolen ☐ SS - Surplus ☐ TI - Trade - In ☐ T - Transferred	
Please Asset Tag Below, if no tag, please write in Tag # <u>N23 YOGA</u>	
Property Of Livingston County School District  13365	

Please Complete for Surplus of Asset

Signature: <u>Regina Smart</u>	Date: <u>12-8-2020</u>
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.			
TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
Please Complete for Approval of Asset Location Change.			
Signature: _____		Date: _____	

FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacture:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

Asset Type & Function (Chose from below)

NEW FIXED ASSET INFORMATION

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete If Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description: <u>Lenovo N23</u>	Location: <u>LCMS</u>
Serial #: <u>LR08W94W</u>	Model #: <u>LRNXB7509001</u>
Please Circle Appropriate Code DM - Damaged <u>J - Junked (End of Life)</u> M - Missing S - Sold ST - Stolen SS - Surplus TI - Trade - In T - Transferred	Place Asset Tag Below, if no tag, please write in Tag # <u>N23</u> Property Of Livingston County School District  13304

Please Complete for Surplus of Asset

Signature: <u>Regina Durauf</u>	Date: <u>12/8/2020</u>
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.			
TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature: _____	Date: _____
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

NEW FIXED ASSET INFORMATION

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacture:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description: <u>Lenovo 23</u>	Location: <u>LCMS</u>
Serial #: <u>1R09WQ4Y</u>	Model #: <u>LRN18T83000C</u>

Please Circle Appropriate Code

DM - Damaged
J - Junked (End of Life)
M - Missing
S - Sold
ST - Stolen
SS - Surplus
TI - Trade - In
T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



13403

Please Complete for Surplus of Asset

Signature: <u>Regina Duran</u>	Date: <u>12/8/2020</u>
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature: _____	Date: _____
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

Asset Tag #:	Fiscal Year:
Asset Description:	PO#:
Vendor Name:	Asset Cost:
Manufacturer:	Invoice #:
Retirement/Disposal Date:	Serial #:
Commodity Code:	Model #:

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
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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

Asset Description: <u>Lenovo 100e</u>	Location: <u>LCHS</u>
Serial #: <u>P204HR9U</u>	Model #: <u>81Q3000US</u>

Please Circle Appropriate Code ☒ DM - Damaged ☐ J - Junked (End of Life) ☐ M - Missing ☐ S - Sold ☐ ST - Stolen ☐ SS - Surplus ☐ TI - Trade - In ☐ T - Transferred	Place Asset Tag Below, if no tag, please write in Tag # 
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Please Complete for Surplus of Asset

Signature: <u>Regina Dwyer</u>	Date: <u>12/9/2020</u>
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Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature: _____	Date: _____
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

NEW FIXED ASSET INFORMATION

Asset Tag #:	13483	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description: <u>Netbook</u>	Location: <u>LCHS</u>
Serial #: <u>P203C7SV</u>	Model #: <u>81ER0002US</u>
Please Circle Appropriate Code <u>DM - Damaged</u> J - Junked (End of Life) M - Missing S - Sold ST - Stolen SS - Surplus TI - Trade - In T - Transferred	Place Asset Tag Below, if no tag, please write in Tag # Property Of Livingston County School District  13483

Please Complete for Surplus of Asset

Signature: <u>Regina Durand</u>	Date: <u>12/9/2020</u>
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.			
TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	
Please Complete for Approval of Asset Location Change.			
Signature: _____		Date: _____	

FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

NEW FIXED ASSET INFORMATION

Asset Tag #:	<u>12278</u>	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description:	<u>ESPSON 93T</u>	Location:	<u>LCMS-Km13</u>
Serial #:	<u>R4EK2400034</u>	Model #:	<u>H382F</u>

Please Circle Appropriate Code

DM - Damaged
☒ J - Junked (End of Life)
 M - Missing
 S - Sold
 ST - Stolen
 SS - Surplus
 TI - Trade - In
 T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



12278

Please Complete for Surplus of Asset

Signature:	<u>Regina Duran</u>	Date:	<u>9/28/2020</u>
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature:		Date:	
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

RECEIVED
12/11/20

NEW FIXED ASSET INFORMATION

Asset Tag #:	<u>11569</u>	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:		Room #:	
Asset Tagged By:	<u>Prole</u>	Tagged Date:	

SURPLUS ASSET INFORMATION

Asset Description:	<u>11569</u>	Location:	<u>LCMS</u>
Serial #:	<u>LS6FGY1876L</u>	Model #:	<u>H294A Epson 84</u>

Please Circle Appropriate Code

DM - Damaged

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade - In

T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston County School District

11569

Epson PowerLite '84

Please Complete for Surplus of Asset

Signature:	<u>Regina Dora</u>	Date:	<u>9/28/2020</u>
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CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature:	Date:
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

Asset Tag #:	<u>12835</u>	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacturer:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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
		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	

Please Complete if Tagging New Asset

School/Building Location:

Room #:

Asset Tagged By:

Tagged Date:

SURPLUS ASSET INFORMATION

Asset Description:

HP Stream

Location:

LCMS

Serial #:

5CD61813K5

Model #:

Please Circle Appropriate Code

☒ DM - Damaged
☐ J - Junked (End of Life)
☐ M - Missing
☐ S - Sold
☐ ST - Stolen
☐ TS - Trade-In
☐ T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



12835

Please Complete for Surplus of Asset

Signature:

Regina Durazp

Date:

9/28/2020

CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature:

Date:

FIXED ASSET INFORMATION

Please Complete All Applicable Information

RECEIVED
12/11/20 JHO

Revised 11/6/2019

Asset Tag #:	13204	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:

Room #:

Asset Tagged By: Lenovo

Tagged Date:

SURPLUS ASSET INFORMATION

Netbook

Asset Description: Netbook

Serial #: 1202945

Location: LCMS

Model #: SOUR004US N23

Please Circle Appropriate Code

- ☒ DM - Damaged
- ☐ J - Junked (End of Life)
- ☐ M - Missing
- ☐ S - Sold
- ☐ ST - Stolen
- ☐ SS - Surplus
- ☐ TI - Trade - In
- ☐ T - Transferred

Place Asset Tag Below, if no tag, please write in Tag

Property Of Livingston
County School District



13204

Please Complete for Surplus of Asset

Signature:

Date:

CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature: Regina Durand

Date: 10/1/2020

FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

Asset Tag #:	<u>13247</u>	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

Asset Description: <u>Lenovo N23</u>	Location: <u>LCMS</u>
Serial #: <u>VD0294MH</u>	Model #: <u></u>

Please Circle Appropriate Code

DM - Damaged
J - Junked (End of Life)
M - Missing
S - Sold
ST - Stolen
SS - Surplus
TI - Trade - In
T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



13247

Please Complete for Surplus of Asset

Signature: <u>Regina Duran</u>	Date: <u>9/28/2020</u>
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Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature: _____	Date: _____
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

12/11/20 JAO

Asset Tag #:	115 68	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacturer:		Invoice #:	
Retirement/Disposal Date:		Serial #:	96586L1
Commodity Code:		Model #:	

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
	310 KETS Technology	2700 Student Transportation
30 Technology	320 Non-KETS Technology	3100 Food Service
	330 Copiers	3200 Enterprise Operations
	410 School Buses	3300 Community Serv. Operations (FRYSC)
40 Vehicles	420 Other Vehicles	
	510 Rolling Stock	
50 General	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

Asset Description:	Dell	Location:	NLES/LCMS
Serial #:	96586L1	Model #:	Latitude E6400

Please Circle Appropriate Code

~~DML - Damaged~~

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade - In

T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



11568

Please Complete for Surplus of Asset

Signature: Regina Durand Date: 9/28/2020

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature: Regina Durand Date: 9/28/2020

NEW FIXED ASSET INFORMATION

SURPLUS ASSET INFORMATION

CHANGE IN ASSET LOCATION

FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

12/1/20 JHO

Asset Tag #:	<u>12945</u>	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

Asset Description: <u>HP Stream</u>	Location: <u>LCMS</u>
Serial #: <u>5CD6330NVQ</u>	Model #:

Please Circle Appropriate Code

DM - Damaged

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade - In

T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



12945

Please Complete for Surplus of Asset

Signature: <u>Begina Durard</u>	Date: <u>10/1/2020</u>
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Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature:	Date:
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

Asset Tag #:	13300	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By: <u>Lenovo</u>	Tagged Date:

Netbook	Asset Description: <u>AT&T Grant</u>	Location: <u>LCMS</u>
	Serial #: <u>LX08W8MV</u>	Model #: <u>L-RVXB7509000</u>

Please Circle Appropriate Code

DM - Damaged

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade - In

T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Lenovo - Netbook

Chromebook OS

Property Of Livingston County School District

13300

N 23

Please Complete for Surplus of Asset

Signature: Regina Durard Date: 10/1/2020

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature: _____ Date: _____

FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

Asset Tag #:	12821	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

Asset Description:	HP Stream	Location:	LCMS
Serial #:	5CD591DL2	Model #:	

Please Circle Appropriate Code

DM - Damaged

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade - In

T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



12821

Please Complete for Surplus of Asset

Signature:	Regina Durand	Date:	10/1/2020
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Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature:	Date:
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

Asset Tag #:	13200	Fiscal Year:	
Asset Description:		PO#:	
Vendor Name:		Asset Cost:	
Manufacture:		Invoice #:	
Retirement/Disposal Date:		Serial #:	
Commodity Code:		Model #:	

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location:	Room #:
Asset Tagged By:	Tagged Date:

Asset Description:	Lenovo	Location:	LCMS
Serial #:	YD029UBC	Model #:	80UR0004US

Please Circle Appropriate Code

DM - Damaged

J - Junked (End of Life)

M - Missing

S - Sold

ST - Stolen

SS - Surplus

TI - Trade - In

T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
County School District



13200

Please Complete for Surplus of Asset

Signature:	Régina Durand	Date:	10/1/2020
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Complete when moving equipment from location to location or from room to room within same location.			
TAG #	Asset Description:		
Serial #:	Model #	Add'l Information:	
Move From: (Current Location)		Room #:	
Move To: (New Location)		Room #:	

Please Complete for Approval of Asset Location Change.

Signature:	Date:
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FIXED ASSET INFORMATION

Please Complete All Applicable Information

Revised 11/6/2019

NEW FIXED ASSET INFORMATION

Asset Tag #: 13105 Fiscal Year: _____
 Asset Description: _____ PO#: _____
 Vendor Name: _____ Asset Cost: _____
 Manufacture: _____ Invoice #: _____
 Retirement/Disposal Date: _____ Serial #: _____
 Commodity Code: _____ Model #: _____

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	
	520 Food Service	
	530 Furniture & Fixtures	
	540 Audio-Visual Equipment	
	550 Other	

Please Complete if Tagging New Asset

School/Building Location: _____ Room #: _____
 Asset Tagged By: _____ Tagged Date: _____

SURPLUS ASSET INFORMATION

Asset Description: LENOVO Location: LCMS 604 Stu.
 Serial #: VDOLA3AV Model #: VDONOB6823008

Please Circle Appropriate Code
 DM - Damaged
 J - Junked (End of Life)
 M - Missing
 S - Sold
 ST - Stolen
 SS - Surplus
 TI - Trade - In
 T - Transferred

Place Asset Tag Below, if no tag, please write in Tag #

Property Of Livingston
 County School District


 13105

Please Complete for Surplus of Asset

Signature: Regina Durand Date: 10/1/2020

CHANGE IN ASSET LOCATION

Complete when moving equipment from location to location or from room to room within same location.

TAG #	Asset Description:	
Serial #:	Model #	Add'l Information:
Move From: (Current Location)	Room #:	
Move To: (New Location)	Room #:	

Please Complete for Approval of Asset Location Change.

Signature: _____ Date: _____