

November 23, 2020

TCMS Library Surplus list - A list of paperback and hardback books that are in poor condition or which will not hold up and are not part of a class set. These books will be given to students. Also, a list of technology which is not longer usable in the library.

Melanie Vincent

Media Specialist

TODD COUNTY SCHOOL DISTRICT

Retired Asset Form (RA-1)

PO#

*Date Retired	Barcode *Asset Tag #	*Description	Make	Model	Serial Number	*Value if Sold	*Reason Why Retiring
7/14/20	1483	Pick up sticks					out of date
	1478	Neck-door neighbor					"
	1479	Nelke					"
	9219	Decksamps PA Ed Wares					damaged
	89774	Easy Designer					out dated
	6054	Real People Working in Communication					"
	6055	"		Education			"
	8780	Book Housekeeping					"
		Shelf small shelves					not used
		Sony C 544 dn printer					no ink not getting ink
		Back up 200 APC					not used outdated
	14430	HP photosmart B8550 printer					card use no password
	14429	HP scanjet G4010					not used out dated
		SE Radio/Cassette Player					outdated
		Sony 1438244 camera & lenses					no card to recharge
		Cannon NB-5L Battery Pack					

Signature of Principa/Supervisor: _____

Date: _____

Received by: _____

Date: _____

Entered into MUNIS on: _____

*All sections are required to be filled in

Retired Asset Form (RA-1)

[illegible]

Date: _____

Received by: _____ Date: _____ Entered into MUNIS on: _____

***All sections are required to be filled in**