**SURPLUS REQUEST FORM**

School Name: Spencer County Elementary

Name: Bridget Turney

Department: Computer Lab / Library Media Center

Date: January 26, 2021

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

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| **Item**  | **Qty** | **Reason for Surplus** |
| Chromebooks | 20 | Unfixable |
| Desktop CPU | 5 | Outdated /Unfixable |
| Monitors | 3 | Outdated  |
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