

Surplus Furniture and Equipment

Instructions

- 1) Identify the equipment that you would like to surplus.
- 2) If it is technology equipment, contact the Technology Director.
- 3) Collect all equipment into one, easily accessible location.
- 4) Fill out the Surplus Equipment Form.
- 5) Send the completed form to the Finance Officer.
- 6) Receive confirmation of approval from Superintendent.
- 7) Submit a Work Order to Maintenance for disposal of equipment.

Location: MCSHS

Contact Person: Chase Coanougher

Phone: Ext. 8146

DESCRIPTION (INCLUDE SIZE, COLOR, TYPE, ETC.)	MAKE AND MODEL	CONDITION: FAIR, POOR, WORKING, NOT-WORKING	SERIAL NUMBER	YEAR OF PURCHASE	ROOM # FOR PICKUP
Red Lincoln AC/DC 225 arc welder	AC/DC 225/125	Fair, working	N/A	unknown	146
Red Lincoln AC/DC 225 arc welder	AC/DC 225/125	Working, Fair	U121030817	unknown	146
Red Lincoln AC/DC 225 arc welder	AC/DC 225/125	Working, Fair	N/A	unknown	146
Red Lincoln AC/DC 225 arc welder	AC/DC 225/125	Fair, Needs ^{Elect. box} Holder	U1201207653	unknown	146
Red Lincoln AC 225 arc welder	AC-225	Fair, working	U120500629	unknown	146
Red Lincoln AC 225 arc welder	AC-225	Fair, working	U120500836	unknown	146
Red Lincoln AC 225 arc welder	AC-225	Fair, working	N/A	unknown	146
Red Lincoln AC 225 arc welder	AC-225	Working, ^{needs electrode} Holder	N/A	unknown	146
Red Lincoln AC 225 arc welder	AC-225	Fair, working	U120407437	unknown	146
Grizzly Vertical Band saw (green)	G0513X2F	Working	N/A	unknown	146
Green General Drill Press	75-260M1	Unsure	78463110	unknown	146
Gray Craftsman Drill Press	113-213780	Working	2109-00047	unknown	146

Mick Thoro
Signature of Administrator/Director requesting surplus

3/12/24
Date

Signature of Superintendent Approval

Date

Board approval number

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Red Lincoln TIG machine 175 Pro	TIG 175 Pro	UNSURE	N/A	UNKNOWN	146
Green Grizzly Knife Blade Sander	G1015	Fair, working	N/A	UNKNOWN	146
Kalamazoo Yellow/cray chop saw	N/A	Fair, working	N/A	UNKNOWN	146
Grizzly Horizontal Band Saw	G10561	WORKING	N/A	UNKNOWN	146
White Set Bench Grinder	JBG-8A	UNSURE	16062430	UNKNOWN	146

M. Flare
Signature of Administrator/Director requesting surplus

3/12/26
Date

Signature of Superintendent Approval

Date

Board approval number