

Perkins-funded Equipment: Disposition Form

(Keep one copy on file locally; submit one copy to the IDE Regional Consultant)

Name of person submitting form:

Name of district/consortium/community college:

Location of Equipment (School and Room #):

Program for which the equipment was purchased:

Date of disposition:

Equipment being disposed of:

Brand:

Serial numbers:

Reason for disposition: (Board or Consortium policy/reference regarding disposition of equipment)

Type explanation here.

Method of Disposition: (Options listed below)

- Transferred to other federal program ☐ **Program name:**
- Transferred to consortium member district ☐ **District name:**
- Traded in ☐ **Value Received:** \$
- Sold at fair market value ☐ **Amount received:** \$
 - ❖ Explain how fair market value was determined
- Discarded (Broken/no market value)