

VESTAL CENTRAL SCHOOL DISTRICT

PROPERTY TRANSFER REQUEST FORM

REQUEST INFORMATION:

REQUESTOR: Christopher Klatt LOCATION: A20 (Woodshop)
(Name of Requestor) (Requestors Location)

SHIP FROM: VHS - A20 SHIP TO: _____
(Building Item(s) Location) (Buildings Items to be Sent to)

ROUTING: AUCTION TRASH/RECYCLE STORAGE BOCES REQUEST DATE: _____
(Circle One) (Multiple items use A, T, S, B in list below) (Date of Request)

*** THIS FORM MUST BE APPROVED BY BLDG PRINCIPAL & CENTRAL ADMINISTRATION BEFORE TRANSFER ***

QUANTITY	ITEM(S) DESCRIPTION	MODEL #	SERIAL #	VESTAL INVENTORY #	ROUTING (A,T,S,B)
1	Bridgewood Tablesaw			903661	A
1	Leeson Drum Sander (Black)	17FC102B			A
1	Rockwell 10 inch Unisaw Tablesaw			900270	A
1	Delta 6" Professional Jointer			903611	A
1	Whiteboard Cabinet				T
1	Delta 16 1/2" Drill Press			903658	A
1	Delta Bandsaw			903610	A

REASON: _____

APPROVAL ROUTING:

1 - BUILDING PRINCIPAL / ADMINISTRATOR:

(Signature) (Print) (Date)

2 - DIRECTOR OF FACILITIES & OPERATIONS (BOCES if Required):

James Gava James Gava 8/10/22
(Signature) (Print) (Date)

3 - ADMINISTRATIVE :

Clifford Kussow Clifford Kussow 8/15/2022
(Signature) (Print) (Date)

4 - BOARD OF EDUCATION:

J. Dinno Nistico 8/23/2022
(Signature Re: BOE Approval) (Print) (Date)