

GlobalGiving Foundation Asset Disposal/Transfer Form

Department Tech

Reason for Disposal 2 (1 - Not Functional 2 - Outdated 3 - Not Needed)
Type of Disposition 3 (1 - Disposal 2 - Employee Gift 3 - Other Nonprofit
5 - Transfer to another Site or Department 6 - PP&E
decommission and recycle)

Recipient's Name (if gift or other nonprofit) City of Hyattsville, MD

Address 4310 Gallatin St. Hyattsville, MD 20781

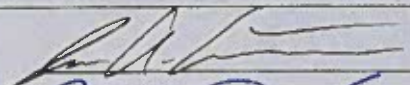
Site Location/Department (if transfer): _____

Asset Information Section (Use a Separate Sheet for Additional Items)

- Quantity 10 Brand/Description: Acer
- Model # CB515-1HT-P39B Serial # NXGPTAA0027420D1887600 Asset# ASSET-811
- Model # CB515-1HT-P39B Serial # NXGPTAA00274117E8A7600 Asset# ASSET-827
- Model # CB515-1HT-P39B Serial # NXGPTAA0027362B67B7600 Asset# ASSET-738
- Model # CB515-1HT-P39B Serial # NXGPTAA00274400B547600 Asset# ASSET-737
- Model # CB515-1HT-P39B Serial # NXGPTAA0027431C0957600 Asset# ASSET-813
- Model # CB515-1HT-P39B Serial # NXGPTAA0027431C07D7600 Asset# ASSET-812
- Model # CB515-1HT-P39B Serial # NXGPTAA00273823C067600 Asset# ASSET-749
- Model # CB515-1HT-P39B Serial # NXGPTAA0027420D5FC7600 Asset# ASSET-742
- Model # CB515-1HT-P39B Serial # NXGPTAA00274400AFF7600 Asset# ASSET-740
- Model # CB515-1HT-P39B Serial # NXGPTAA00273823D4B7600 Asset# ASSET-743

Hard Drive Cleaned XX Completed By Signature 

Remarks _____

Requestor's Signature:  Date: 3/24/20

Approved By Signature:  Date: 3/27/20