

**SURPLUS/SALVAGE DECLARATION REQUEST FORM**

**DEPARTMENT NAME: DISTRICT CLERK/DISTRICT COURT**

**REQUESTED BY: MARIANNE BOWLES**

INVENTORY NUMBER	DESCRIPTION	SERIAL NUMBER	REASON
N/A	BATTERY BACKUP-SMART 1500 LCDT	2252BVLSM871901390 SERIES : AG-0066	NO LONGER WORKING
N/A	DELL TOWER OPTIPLEX 380	SERVICE TAG 2FQSDQ1	LIGHTNING
N/A	DELL TOWER OPTIPLEX 380	SERVICE TAG 2FQRDQ1	BAD HARD DRIVE
N/A	RADIO SHACK SPEAKER	40-1999A	OBSOLETE
N/A	2 GREY DESK CHAIRS		NOT NEEDED-LEFT FROM MOVE TO ANNEX
04353	IBM THINKPAD	99-6A0H3	OBSOLETE
N/A	IBM THINKPAD	79-LH978	OBSOLETE
04453	IBM LEXMARK TYPEWRITER	N/A	OBSOLETE
N/A	NADY ADL-800 PERSONAL LISTENING ASSISTANCE SYSTEM	N/A	OBSOLETE?
04394	HP LASERJET 4050T	N/A	NOT NEEDED
N/A	DELL MONITOR	94-OXTK9N-74445-24H-B1SS	NOT NEEDED
N/A	DELL PRECISION TOWER T1600 W/ KEYBOARD & MOUSE	SERVICE TAG JS6F4V1	NOT NEEDED
N/A	PITNEY BOWES MANUAL POSTAGE SCALE	N/A	NOT NEEDED
N/A	PLASTIC FILE SORTER (8)	N/A	NOT NEEDED

Move all items to salvage, except Service Tag JS6F4V1, it will be moved to surplus.