

Generic Inspection Form

Inventory ID: <u>Student Desk</u>	Asset Number <u>778</u>	Anticipated Sale Price:
Short Description: <u>Student Desk</u>		
Year _____	Manufacturer _____	Model _____

Please fill in or check if apply

Long Description:

This Equipment: ☐ Is Operable ☐ Is Not Operable ☐ For Parts Only ☐ Needs Repair ☒ The Condition is Unknown
☐ Hours: _____ This equipment was maintained every _____ ☐ Hours ☐ Days
 Serial # _____
 Repairs needed: _____

Description of Use

Sold As is!!

Color _____ ☐ Cloth ☐ Vinyl ☐ Leather ☐ Metal ☐ Plastic ☐ Wood ☐ Rubber
 Minor damage to: _____
 Major damage to: _____
 Size: Length: Feet: _____ Inches: _____ Width/Depth: Feet: _____ Inches: _____ Height: Feet: _____ Inches: _____
 Men's Size: _____ Women's Size: _____

Additional Equipment: Manufacturer _____ Model _____
 Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition
 Description: _____

Additional Equipment: Manufacturer _____ Model _____
 Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition
 Description: _____

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 Serial # _____ Condition: ☐ Is Operable ☐ Needs repair ☐ Unknown Condition
 Description: _____

Comments:

1- lot of 50. student desk

Location of Asset: Ely Dale Middle School
 For more information contact: David 276-973-8323