Tommy Branch Superintendent of Education

Lynn Revette Assistant Superintendent Wayne County School District 810 Chickasawhay Street

Anetia Beal-Norsworthy, District 1 Wilma Taylor, District 2 George Alsworth, District 3 Al Smith, District 4 Dorcus Reynolds, District 5 Marcus Evans, Board Attorney

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Wavnesboro, MS 39367

FIXED ASSET DONATION / EEF / OTHER ACQUISITION FORM FA-D

$DONATION'$ DATE OF DONATION. EST. VALUE \mathfrak{I}	DONATION*	DATE OF DONATION:	EST. VALUE \$
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 EEF PURCHASE
 DATE OF PURCHASE:
 PURCHASE COST \$_____

OTHER ACQ* DATE OF ACQUISITION: _____ EST. VALUE \$_____

IF OTHER ACQUISITION, EXPLAIN HOW ACQUIRED AND FROM WHOM:

*THIS DONATION / OTHER ACQ HAS BEEN RECOMMENDED FOR BOARD APPROVAL BY:

BUILDING ADMIN / PRINCIPAL	TECHNOLOGY DEPA	RTMENT	DISTRICT PURCHASING / PROP	. MANAGER
ASSET DESCRIPTION				
BRAND				
MODEL				
SERIAL NUMBER				
SCHOOL	WING / BLD	9G	ROOM:	
SIGNATURE OF EMPLOYEE RECEIVING ASSET		DATE		
SIGNATURE OF BUILDING FIXED ASSET COORDINATOR		DATE		
THIS FORM MUST BE COMPLETED	AND COPY SENT TO DFA	AC WITHIN TWO (2)	WORKING DAYS OF THE RECEIPT O	F PROPERTY
THIS PART - ADD FIXED ASSET TO LEDGER, SC - ASSET TAG NUMBER	HOOL BOARD AGEND		ET COORDINATOR (DFAC)	
□ UPDATE MARATHON DATABASE □ PRINT/MAIL FORM FA-G, ROOM REPORT TO LOCATIO		'S RFAC	DISTRIBUTION/FILING I	
AFFIX ASSET TAG TO FIXED ASSE	Γ AT LOCATION	1 – ORIGINAL – BFAC FILE 2 – COPY – DFAC		LE
□ FILE COMPLETED FORM (COPY) B	Y LOCATION			
DFAC SIGNATURE		DATE CO	OMPLETED	

Wayne County School District does not discriminate on the basis of race, color, religion, national origin, sex, age, or disability in providing educational programs and services or employment opportunities and benefits. The following person has been designated to handle inquiries

and complaints regarding the non-discrimination policies of the school district: Mrs. Lynn Revette, Assistant Superintendent of Education, 810 Chickasawhay Street, Waynesboro, MS 39367 (601) 735-4871

Phone: 800-368-1019 Toll Free: 800-537-7697 Email: OCRMail@hhs.gov