

Career Technical Education (CTE) Inventory Equipment Disposal/Removal Form

Instructions:

Enter Local Educational Agency (LEA) information. List equipment that is no longer used in the CTE Programs/Services for which it was purchased in the Equipment Disposal Table to request removal from the LEA equipment inventory. Obtain/Add the signature of the authorized representative. E-mail the completed form to: perkins@cde.ca.gov.

LEA Name:

LEA Address:

Name of Person Completing Form:

Email Address:

Certification:

I hereby certify that federal 34 CFR Section 80.32 and *Education Code 35168* equipment-management regulations have been met and that the equipment listed is no longer used in the CTE programs/services for which it was purchased and request its removal from the LEA equipment inventory.

Name of Authorized Representative:

Title:

Signature of Authorized Representative:

