## THE SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA REPORT OF PROPERTY ACQUIRED THROUGH INTERNAL FUNDS AND/OR DONATIONS

## PLEASE TYPE OR PRINT Date Cost Center # Cost Center # Account # / Dept. \_\_\_\_\_ Internal Funds Donor's Name \_\_\_\_\_\_ Donated IF ITEM CONSISTS OF MORE THAN ONE COMPONENT, LIST DESCRIPTION / SERIAL NUMBER FOR EACH PIECE. Description of Property \_\_\_\_\_\_ Room #\_\_\_\_\_ \_\_\_\_\_ Value / Cost \$ \_\_\_\_\_ Serial # \_\_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Date Acquired \_\_\_\_\_ **Software License Agreement** Yes No \_\_\_\_\_ Date \_\_\_\_ Donor s Signature \_\_\_\_\_ Administrator s Signature \_\_\_\_\_ Date \_\_\_\_ Description of Property \_\_\_\_\_\_ Room # \_\_\_\_\_ Value / Cost \$ Serial # \_\_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Date Acquired \_\_\_\_\_ **Computer Hardware Donation** Yes No **Computer Software Donation** Yes No **Software License Agreement** Tyes No Donor s Signature \_\_\_\_\_ Date \_\_\_\_\_ Administrator s Signature Date \_\_\_\_\_ Room #\_\_\_\_ Description of Property \_\_\_\_\_ \_\_\_\_\_ Value / Cost \$ \_\_\_\_\_ Serial # \_\_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Date Acquired \_\_\_\_\_ **Computer Hardware Donation** Yes No **Computer Software Donation** Yes No **Software License Agreement** Yes No Donor s Signature \_\_\_\_\_ Date Administrator s Signature Date

Administrator s Signature \_\_\_\_\_

SO-PC-006 March 2001 Reorder from Printing

Property Blue: Donor's Copy
Technology Coordinator Pink: MIS, if applicable