

## MEMORANDUM

To: Mr. T. Wiggins  
Maintenance Director

From: Linda Ionta, Director  
Athletics, Health, Physical Education & Nurses

Re: Equipment Disposal

Date: October 6, 2014

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The following items are to be removed for *sale or discard* from the Union High School's Weight Room: (see attached forms)

<u>Description</u>	<u>Qty.</u>	<u>UBOE #</u>
1. Universal Back Extension Machine	1	01207
2. Universal Pec Deck	1	01223
3. Universal Chest Press/Bicep Curl Machine	1	01231
4. Universal Tricep/Dip Machine	1	05263
5. Universal Leg Curl/V Bench Machine	1	05446
6. Maxicam Rotary Torso Machine	1	05478
7. Maxicam Pullover Machine	1	No Tag
8. Universal Standing Bicep Curl Machine	1	No Tag
9. Universal Chest Press	1	No Tag
10. Champion Barbell Long Pull Machine	1	No Tag
11. Universal High Pulley Machine	1	No Tag
12. Universal Seated Leg Curl Machine	1	No Tag
13. Universal Leg Extension Machine	1	No Tag
14. Dynamax Pro Weight Assisted Chin/Dip Combo	1	No Tag

If you have any questions, please call me at x6508.

Copy to:  
Arlene Lombardi - Administration





**NOTIFICATION OF ASSET CHANGE OF STATUS**

                 ADDITION                                       MOVEMENT                              x         DISPOSAL

TAG NUMBER:                 NONE                

ASSET DESCRIPTION OR ASSET CODE:         Maxicam Pullover Machine        

**A. ADDITION OR MOVEMENT OF AN ASSET**

BUILDING:                      CURRENT:         UHS                                      FROM:   

AREA/ROOM:                      CURRENT:         UHS Weight Room                              FROM:   

DEPARTMENT:                      CURRENT:         Athletics                                      FROM:   

MANUFACTURER:   

MODEL NUMBER:                         SERIAL NUMBER:   

DATE ACQUIRED:                         HISTORIC VALUE:   

P.O. NUMBER:                         GRANT NUMBER:   

CONDITION:                         DISPOSITION:   

**B. DISPOSAL OF AN ASSET**

REASON FOR DISPOSAL:         Broken Equipment        

DATE OF DISPOSAL:                         APPROVAL:   

ASSET ADMINISTRATOR APPROVAL:         *Rudh Danta*                              DATE:         10/6/2014

## NOTIFICATION OF ASSET CHANGE OF STATUS

\_\_\_\_\_ ADDITION          \_\_\_\_\_ MOVEMENT            x   DISPOSAL

TAG NUMBER: \_\_\_\_\_ 6 5446

ASSET DESCRIPTION OR ASSET CODE: Universal Leg Curl/V Bench Machine

### A. ADDITION OR MOVEMENT OF AN ASSET

BUILDING:          CURRENT: UHS          FROM: \_\_\_\_\_

AREA/ROOM:      CURRENT: UHS Weight Room      FROM: \_\_\_\_\_

DEPARTMENT:    CURRENT: Athletics      FROM: \_\_\_\_\_

MANUFACTURER: \_\_\_\_\_

MODEL NUMBER: \_\_\_\_\_ SERIAL NUMBER: \_\_\_\_\_

DATE ACQUIRED: \_\_\_\_\_ HISTORIC VALUE: \_\_\_\_\_


P.O. NUMBER: \_\_\_\_\_ GRANT NUMBER: \_\_\_\_\_

CONDITION: \_\_\_\_\_ DISPOSITION: \_\_\_\_\_

### B. DISPOSAL OF AN ASSET

REASON FOR DISPOSAL: Broken Equipment

DATE OF DISPOSAL: \_\_\_\_\_ APPROVAL: \_\_\_\_\_

ASSET ADMINISTRATOR APPROVAL:           DATE: 10/6/2014

## NOTIFICATION OF ASSET CHANGE OF STATUS

ADDITION           MOVEMENT           DISPOSAL

TAG NUMBER:         NONE        

ASSET DESCRIPTION OR ASSET CODE:         Universal Chest Press        

### A. ADDITION OR MOVEMENT OF AN ASSET

BUILDING:                 CURRENT:         UHS                         FROM:                                 

AREA/ROOM:            CURRENT:         UHS Weight Room                    FROM:                                 

DEPARTMENT:          CURRENT:         Athletics                          FROM:                                 

MANUFACTURER:   

MODEL NUMBER:             SERIAL NUMBER:   

DATE ACQUIRED:            HISTORIC VALUE:   

P.O. NUMBER:             GRANT NUMBER:   

CONDITION:               DISPOSITION:   

### B. DISPOSAL OF AN ASSET

REASON FOR DISPOSAL:         Broken Equipment        

DATE OF DISPOSAL:                                           APPROVAL:                                 

ASSET ADMINISTRATOR APPROVAL:         *Rich Oates*                  DATE:         10/6/2014

## NOTIFICATION OF ASSET CHANGE OF STATUS

\_\_\_\_\_ ADDITION      \_\_\_\_\_ MOVEMENT        x   DISPOSAL

TAG NUMBER:                NONE          

ASSET DESCRIPTION OR ASSET CODE:                Champion Barbell Long Pull Machine          

### A. ADDITION OR MOVEMENT OF AN ASSET

BUILDING:                      CURRENT:           UHS                                FROM: \_\_\_\_\_

AREA/ROOM:                    CURRENT:           UHS Weight Room                                FROM: \_\_\_\_\_

DEPARTMENT:                    CURRENT:           Athletics                                FROM: \_\_\_\_\_

MANUFACTURER:                      \_\_\_\_\_

MODEL NUMBER:                      \_\_\_\_\_                      SERIAL NUMBER:                      \_\_\_\_\_

DATE ACQUIRED:                      \_\_\_\_\_                      HISTORIC VALUE:                      \_\_\_\_\_

P.O. NUMBER:                      \_\_\_\_\_                      GRANT NUMBER:                      \_\_\_\_\_

CONDITION:                      \_\_\_\_\_                      DISPOSITION:                      \_\_\_\_\_

### B. DISPOSAL OF AN ASSET

REASON FOR DISPOSAL:                Broken Equipment          

DATE OF DISPOSAL:      \_\_\_\_\_      APPROVAL:      \_\_\_\_\_

ASSET ADMINISTRATOR APPROVAL:                *Rick Quata*                DATE:                10/6/2014

## NOTIFICATION OF ASSET CHANGE OF STATUS

\_\_\_\_\_ ADDITION

\_\_\_\_\_ MOVEMENT

   x   

DISPOSAL

TAG NUMBER: \_\_\_\_\_

   NONE   

ASSET DESCRIPTION OR ASSET CODE: \_\_\_\_\_

   Universal High Pulley Machine   

### A. ADDITION OR MOVEMENT OF AN ASSET

BUILDING: \_\_\_\_\_

CURRENT:    UHS   

FROM: \_\_\_\_\_

AREA/ROOM: \_\_\_\_\_

CURRENT:    UHS Weight Room   

FROM: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

CURRENT:    Athletics   

FROM: \_\_\_\_\_

MANUFACTURER: \_\_\_\_\_

MODEL NUMBER: \_\_\_\_\_

SERIAL NUMBER: \_\_\_\_\_

DATE ACQUIRED: \_\_\_\_\_

HISTORIC VALUE: \_\_\_\_\_

P.O. NUMBER: \_\_\_\_\_

GRANT NUMBER: \_\_\_\_\_

CONDITION: \_\_\_\_\_

DISPOSITION: \_\_\_\_\_

### B. DISPOSAL OF AN ASSET

REASON FOR DISPOSAL: \_\_\_\_\_

   Broken Equipment   

DATE OF DISPOSAL: \_\_\_\_\_

APPROVAL: \_\_\_\_\_

ASSET ADMINISTRATOR APPROVAL: \_\_\_\_\_



DATE: \_\_\_\_\_

   10/6/2014







# NOTIFICATION OF ASSET CHANGE OF STATUS

ADDITION       MOVEMENT       DISPOSAL

TAG NUMBER: NONE

ASSET DESCRIPTION OR ASSET CODE: Dynamax Pro Weight Assisted Chin/Dip Combo

## A. ADDITION OR MOVEMENT OF AN ASSET

BUILDING: CURRENT: UHS FROM: \_\_\_\_\_

AREA/ROOM: CURRENT: UHS Weight Room FROM: \_\_\_\_\_

DEPARTMENT: CURRENT: Athletics FROM: \_\_\_\_\_

MANUFACTURER: \_\_\_\_\_

MODEL NUMBER: \_\_\_\_\_ SERIAL NUMBER: \_\_\_\_\_

DATE ACQUIRED: \_\_\_\_\_ HISTORIC VALUE: \_\_\_\_\_

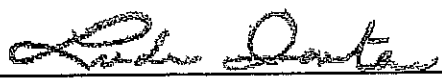
P.O. NUMBER: \_\_\_\_\_ GRANT NUMBER: \_\_\_\_\_

CONDITION: \_\_\_\_\_ DISPOSITION: \_\_\_\_\_

## B. DISPOSAL OF AN ASSET

REASON FOR DISPOSAL: Broken Equipment

DATE OF DISPOSAL: \_\_\_\_\_ APPROVAL: \_\_\_\_\_

ASSET ADMINISTRATOR APPROVAL:  DATE: 10/6/2014

## NOTIFICATION OF ASSET CHANGE OF STATUS

ADDITION

MOVEMENT

DISPOSAL

TAG NUMBER:

05478

ASSET DESCRIPTION OR ASSET CODE:

Maxicam Rotary Torso Machine

### A. ADDITION OR MOVEMENT OF AN ASSET

BUILDING:

CURRENT: UHS

FROM: \_\_\_\_\_

AREA/ROOM:

CURRENT: UHS Weight Room

FROM: \_\_\_\_\_

DEPARTMENT:

CURRENT: Athletics

FROM: \_\_\_\_\_

MANUFACTURER: \_\_\_\_\_

MODEL NUMBER: \_\_\_\_\_

SERIAL NUMBER: \_\_\_\_\_

DATE ACQUIRED: \_\_\_\_\_

HISTORIC VALUE: \_\_\_\_\_

P.O. NUMBER: \_\_\_\_\_

GRANT NUMBER: \_\_\_\_\_

CONDITION: \_\_\_\_\_

DISPOSITION: \_\_\_\_\_

### B. DISPOSAL OF AN ASSET


REASON FOR DISPOSAL:

Broken Equipment

DATE OF DISPOSAL: \_\_\_\_\_

APPROVAL: \_\_\_\_\_

ASSET ADMINISTRATOR APPROVAL:



DATE:

10/6/2014

## NOTIFICATION OF ASSET CHANGE OF STATUS

ADDITION       MOVEMENT       DISPOSAL

TAG NUMBER: 01207

ASSET DESCRIPTION OR ASSET CODE: Universal Back Extension Machine

### A. ADDITION OR MOVEMENT OF AN ASSET

BUILDING: CURRENT: UHS FROM: \_\_\_\_\_

AREA/ROOM: CURRENT: UHS Weight Room FROM: \_\_\_\_\_

DEPARTMENT: CURRENT: Athletics FROM: \_\_\_\_\_

MANUFACTURER: \_\_\_\_\_

MODEL NUMBER: \_\_\_\_\_ SERIAL NUMBER: \_\_\_\_\_

DATE ACQUIRED: \_\_\_\_\_ HISTORIC VALUE: \_\_\_\_\_

P.O. NUMBER: \_\_\_\_\_ GRANT NUMBER: \_\_\_\_\_

CONDITION: \_\_\_\_\_ DISPOSITION: \_\_\_\_\_

### B. DISPOSAL OF AN ASSET

REASON FOR DISPOSAL: Broken Equipment

DATE OF DISPOSAL: \_\_\_\_\_ APPROVAL: \_\_\_\_\_

ASSET ADMINISTRATOR APPROVAL: \_\_\_\_\_



DATE: 10/6/2014

# NOTIFICATION OF ASSET CHANGE OF STATUS

\_\_\_\_\_ **ADDITION**          \_\_\_\_\_ **MOVEMENT**           x  \_\_\_\_\_ **DISPOSAL**

**TAG NUMBER:** \_\_\_\_\_ 05263  
**ASSET DESCRIPTION OR ASSET CODE:** \_\_\_\_\_ Universal Tricep/Dip Machine

### A. ADDITION OR MOVEMENT OF AN ASSET

**BUILDING:**                      CURRENT: UHS                      FROM: \_\_\_\_\_  
**AREA/ROOM:**                  CURRENT: UHS Weight Room              FROM: \_\_\_\_\_  
**DEPARTMENT:**              CURRENT: Athletics                      FROM: \_\_\_\_\_  
**MANUFACTURER:** \_\_\_\_\_  
**MODEL NUMBER:** \_\_\_\_\_              **SERIAL NUMBER:** \_\_\_\_\_  
**DATE ACQUIRED:** \_\_\_\_\_              **HISTORIC VALUE:** \_\_\_\_\_  
**P.O. NUMBER:** \_\_\_\_\_                  **GRANT NUMBER:** \_\_\_\_\_  
**CONDITION:** \_\_\_\_\_                  **DISPOSITION:** \_\_\_\_\_

### B. DISPOSAL OF AN ASSET

**REASON FOR DISPOSAL:** \_\_\_\_\_ Broken Equipment \_\_\_\_\_  
**DATE OF DISPOSAL:** \_\_\_\_\_              **APPROVAL:** \_\_\_\_\_

**ASSET ADMINISTRATOR APPROVAL:** \_\_\_\_\_ *Rich Danta*              **DATE:** \_\_\_\_\_ 10/6/2014

