

Friendswood I.S.D.  
**REMOVE FROM INVENTORY**

Complete and send to  
Elizabeth Guerrero-Miller  
Administration Building or  
[eguerrero-miller@fisd12.net](mailto:eguerrero-miller@fisd12.net)

Date: \_\_\_\_\_

FISD Tag Number: \_\_\_\_\_

Description of Item: \_\_\_\_\_

\* Value: \_\_\_\_\_

(\* for the Inventory Department)

Reason for Disposal: \_\_\_\_\_

\_\_\_\_\_

Method of Disposal: \_\_\_\_\_

Requested by: \_\_\_\_\_ Approved By: \_\_\_\_\_