

**CENTRAL UNIFIED SCHOOL DISTRICT
GIFT PROPOSAL FORM**

SCHOOL OR DEPARTMENT: Central High **DATE** 5/23/17
DONOR: Various Donors
ADDRESS: _____
(include City, State & Zip Code)

SECTION A: (To be completed by School/Dept.)

MONETARY VALUE OF GIFT:

DESCRIPTION OF GIFT: (Include Make, Model and Serial Number)

Purchase Price: \$183.00

See List

Freight: _____

Tax: _____

Installation: _____

Total Cost: \$183.00

Intended Use:

Where will it be located/used? _____

Please complete the following:

YES NO

1. Is the gift already an approved item of equipment?

N/A _____

2. Will the gift be delivered by the donor?

X _____

3. Does the gift require building or ground space?

N/A _____

4. Does the gift require installation?

N/A _____

5. Will the gift eventually need to be replaced at School District expense?

N/A _____

6. Is the gift donated for advertising purposes?

N/A _____

7. If the gift is to be purchased, do you want it to be purchased by the School District for the donor?

If so, Requisition # _____ is attached.

N/A _____

8. Are District funds required for the purchase and/or installation of the gift?

N/A _____

9. Will the district be expected to maintain/replace donation should failure occur?

N/A _____

Robert Perez

Print Name of Principal or Department Head

Robert Perez

Signature of Principal or Department Head

SECTION B: (To be completed by District Office)

☐ Purchasing ☐ Director, Operational Services

1. What is the estimated cost of installation? _____

YES NO

2. Does the gift item require Division of State Architecture approval?

3. Will additional labor or equipment be required for maintenance and operation?

4. What is the total estimated value of this gift? _____

Remarks: _____

☐ Requires Public Works Bid

☐ Subject to Design Review and Approval

☐ Approved ☐ Disapproved Date _____

☐ Approved ☐ Disapproved Date _____

☒ Approved ☐ Disapproved Date 6/29/17

☐ Approved ☐ Disapproved Date _____

Purchasing

[Signature] Director, Operational Services

Asst. Superintendent/Chief Business Officer

Board of Education

Central High School Donor List
Sober Grad

Donor	Description	Value
Blackbeards	(6) Complementary Attraction Passes	\$63.00
La Boulangerie	Gift Certificate	\$20.00
Milano Restaurants International	10 Me-N-Ed's Personal Pizzas	\$50.00
Target	Gift Card for Purchase of Soda	\$50.00
		\$183.00