

**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: <u>\$183.00</u>
<u>See List</u>	Freight: _____
_____	Tax: _____
_____	Installation: _____
_____	Total Cost: <u>\$183.00</u>

Intended Use:

Where will it be located/used? _____

Please complete the following:

	YES	NO
1. Is the gift already an approved item of equipment?	<u>N/A</u>	_____
2. Will the gift be delivered by the donor?	<u>X</u>	_____
3. Does the gift require building or ground space?	<u>N/A</u>	_____
4. Does the gift require installation?	<u>N/A</u>	_____
5. Will the gift eventually need to be replaced at School District expense?	<u>N/A</u>	_____
6. Is the gift donated for advertising purposes?	<u>N/A</u>	_____
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.	<u>N/A</u>	_____
8. Are District funds required for the purchase and/or installation of the gift?	<u>N/A</u>	_____
9. Will the district be expected to maintain/replace donation should failure occur?	<u>N/A</u>	_____

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

	YES	NO
1. What is the estimated cost of installation? _____	_____	_____
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


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