

SCHOOL BOARD OF CLAY COUNTY

TRADE-IN REQUEST

TO: Clay County School Board

VIA: Property Control Coordinator

COST CENTER: 0341-CHS

ITEM TO TRADE IN: (The required information can be found on the TERMS database if applicable)

Description of Item: Headsets - (Set of 10) Property Number: 12000461 ^{B2}

Serial Number: NA Model: STX-4000 and HCX - 5000

Acquisition Date: 03/08/12 Current Value: \$5,580.00

Allowance for trade-in (Provided by vendor): \$1,200

Reason for trade-in: Parts (no longer available): Current condition (item unusable)

X Repair (not cost effective) X Other: upgraded to wireless headsets

ITEM TO BE PURCHASED:

Description of Item: Headsets- (set of 10) Model: ComSTAR Flex 10AW

Vendor: Porta Pro Cost: \$7,995.00

Method of Payment: District Funds - Budget Line:

OR X Internal Accounts - Activity Account Name/Number: 1101

Josh Freeman
Report Prepared By (Type Name)

W. Barry Diels
Principal/District Administrator's Signature

Oct 04, 2016
Date

Email to
Principal/District Administrator

Submit to
Property Control