



Surplus/Obsolete Goods

Purchasing Department
 301 Frank Beinder Way
 Castlegar, BC V1N 4L3
 Phone: (250) 365-1284 / 1209
 Fax: (250) 365-6568
 E-mail: purchasing@selkirk.ca

Date: _____

Department: _____

Campus: _____

Building/Room: _____

Surplus: _____

Obsolete: _____

Suggested interested parties (if any): _____

Qty	Description (include make/model, serial #)	Age (approx)	Details of Condition	Current est. Value (if any)

Department Head: _____

Print and sign

For Purchasing Use Only (Do not write in this area)	
Authorization to dispose of:	Signature:
Notice sent out for disposal:	Date:
Sold:	Scrapped:
Cost associated with disposal:	Revenue associated with disposal:
SELKIRK COLLEGE SURPLUS SALE # ASSOCIATED WITH ABOVE: _____	