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:_____	