

DONATION OF EDUCATIONAL MATERIALS/MONIES

Submit completed forms to the office of the Vice President, Business Services

COLLEGE INITIATOR Steve Fajardo DATE 7/13/05
PHONE _____

DONOR INFORMATION

LEGAL NAME OF DONOR Milpitas Police Department
ADDRESS _____ CITY & STATE _____ ZIP _____
PERSON TO CONTACT _____ PHONE _____

DESCRIPTION

Describe each donation in full. Please list each item separately and fill out all fields. Attach a separate sheet if necessary.

Description	Mfr	Model #	Serial # or check number	Age (years)	Present Value* Or check amt
Live Scan Machine		LS271			If new, \$27,000

*For District purposes only. Value is determined by the department receiving donation.

EXPLAIN HOW ITEM (S) WILL BE UTILIZED IN THE EDUCATIONAL PROGRAM (Be specific.)

Effective 7/1/05, paper and ink fingerprints will no longer be accepted by DOJ for our job applicants. This machine will make the fingerprinting more convenient for the District.

ANSWER ALL QUESTIONS REGARDING THE ITEMS DESCRIBED ABOVE

Where is/are the item(s) presently located? Building 10
Is/are the item (s) disconnected and ready to move? Yes Deliver to (Room #): Bldg 20
Delivery or pick-up date _____ By Whom? _____

EXPENSE TO THE DISTRICT Include all costs such as transportation, modifications to location site, maintenance costs etc. Please explain and indicate estimated costs and the budget code that will cover the expenses. If there are ongoing maintenance costs, provide the estimate of the annual costs.

Transportation Expense: _____ Cost to modify location site: _____
Cost to repair: _____ Annual Maintenance cost: _____
Other (explain): _____
Total Expenses: _____ **Budget Code to cover expenses:** _____

APPROVALS:

Vice President Requesting Donation: _____
Signature _____ Date _____

Date Received by V.P. Business Services: _____	Date of Board Approval of Acceptance: _____
Date Received by Foundation: _____	Date tagged and added to asset inventory: _____