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|  | Corsicana ISD |

## Request for Technology Equipment

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| Request Information |
| |  |  |  |  | | --- | --- | --- | --- | | Campus : |  | Date : |  | |
| |  |  |  |  | | --- | --- | --- | --- | | Requested By: |  |  |  | |  | Last | First | M.I. | |
| |  |  | | --- | --- | | Job Title: |  | |
| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | |  | Laptop |  | iPad |  | Printer |  | Projector | |  | Desktop |  | Tablet |  | Raptor |  | Flat Panel | |
| |  |  |  |  | | --- | --- | --- | --- | | Date Needed: |  | Return Date: |  | | Supervisor: |  | Department: |  | |
| Quantity: \_\_\_\_\_\_\_\_\_\_\_\_\_  Comments: |
|  |
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|  |
| |  |  | | --- | --- | |  |  | | Approving Supervisor Signature | Date | |
|  |
| Equipment Details |
| |  |  |  |  | | --- | --- | --- | --- | | Serial Number: |  | Service Tag Number : |  | |
| |  |  | | --- | --- | |  |  | | Department Manager Signature | Date | |
|  |
| Confirmation of Offer |
| |  |  | | --- | --- | | Delivered By: |  | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | |  |  | Approved |  | Declined | |
| |  |  |  | | --- | --- | --- | | If approved, confirmation sent to Technology Dep for processing: |  |  | |