Property transferred:

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<th>Quantity</th>
<th>Items</th>
<th>TIME</th>
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Item unclaimed after pass period shall be disposed with proceeds donated to Community Care.

Schedule: ________________________________
Location: ________________________________

Endorsed By / Date: ________________________________
Approved By / Date: ________________________________
Checked by Guard / Date: ________________________________

DEPARTMENT HEAD
PROPERTY MANAGER

JUBILEE CHRISTIAN ACADEMY PASS
(file in triplicate)

□ D. Hemady  □ E. Rodriguez

□ Personnel  □ Student  □ Visitor

Reason

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(file in triplicate)

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□ Personnel  □ Student  □ Visitor

Reason