



New York City Department Of Education
Office of Wireless Communications Services

NYCDOE EQUIPMENT - RETURN FORM

All specified equipment is the property of NYC Department of Education and has been returned in good operational condition. All personal information and existing data will be erased in which the equipment will be reused for DOE business purposes.

Items Returned: Please check appropriate boxes. One form for each device must be submitted.

<input type="checkbox"/> LAPTOP	<input type="checkbox"/> Wireless Card
<input type="checkbox"/> Blackberry	<input type="checkbox"/> Cellular Phone

Description of Device:

Manufacturer: _____

Model #: _____

Wireless Provider: _____

Wireless Number #: _____

ESN/ IMEI #: _____

SIM #: _____

Serial #: _____

User's information:

Name _____

Signature _____

Department _____

Phone/Ext. _____

Email Address _____

User Signature _____ Date _____

Returned to:

Responsibility Center _____

Name _____

Title _____

Office Number _____

Receiver Signature _____