

BER Replacement Program

Schools may request replacement for BER (Beyond Economic Repair) standard furniture or equipment. If funding is available, standard replacements will be made based on the exhausted useful life of the item. Please attach the BER documentation provided by the Maintenance Department or the service provider to verify that the item is not repairable. The Purchasing Department will review the request and contact the school if 100% replacement funding is not available. Depending on available budget and/or the % of exhausted useful life, the school may be asked to assist with the funding of the replacement.

Non-standard equipment/furniture is the sole responsibility of the school.

The BER item must be traded in and picked up when the replacement item is delivered.

Please complete form and fax to: Purchasing Department - (702)799-5018

To streamline the process, we ask that small items be accumulated and that requests be submitted for a cumulative minimum cost of \$500 or more.

School and Location Number:			
Requestor:		Contact Information:	

<i>To be completed by the end user</i>		<i>To be completed by Purchasing</i>			
BER Date	Description of Equipment (Include Serial Number and room)	PO Number	Purchase Date	Useful Life	% of Useful Life