INVENTORY WORK SHEET

Custodian#			Location		Bureau Code
Custodian Name			Possession		Organization
Custodian Room#	Phone#		Condition Code		Organization Code
Inventory Date			Utilization Code		Accounting Class

Round Count	Bar Code Number	Manufacturer	Model	Serial Number	Description	Cost	Room Number	Document (provide Copy)
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								