

Date _____

System Tag # (_____)

Inventory Tag # _____

Information for Inventory:

Item Description	_____
Model Number	_____
Serial Number	_____
Manufacturer or Brand Name	_____
Purchase Order #	_____
Date Purchased	_____
Asset Number Code	_____
Fund Used for Purchase	_____
* Operational Unit #	_____
Room Number Location	_____
Quantity	_____
Cost	_____

** Operational Unit Numbers*

- 001 McKinley Elementary
- 002 David Anderson Jr/Sr High School
- 004 Administrative Offices
- 005 Stadium
- 006 Bus Garage