

AP 508-1 – Capital Equipment Inventory

Facility:		<u></u>				Page	Page of		
Category	Item/Make	Model/Serial No.	PO No.	Date Acquired	Supplier	Location in Building	Comments	Date of Disposal	Reason for Disposal
Certified Co	orrect:								
Principal/Building Manager					Date				
Copy sent to	o Purchasing								

Last Revised: June 2014