Form #192
6/99

SCHOOL BOARD OF MARTIN COUNTY

INVENTORY RECONCILIATION _ MISSING

School/Department _____ Date _____

The Following list of equipment cannont be located at this time. Should the missing equipment be found at a later date, Property and Inventory Control will be notified by a memorandum stating when the equipment was found, building number, room number, etc.

Asset Number	Description Brand / Make	Serial Number	Original Cost

_____ _____

Principal / Department Supervisor Date of Report

_____ _____

Property and Inventory Control Board Approval Date

White and Yellow - Property Control Pink - Originator

EQUAL OPPORTUNITY EMPLOYER