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**TITLE III**

**EQUIPMENT INVENTORY FORM**

**GRANT PERIOD: 2022-2027**

|  |
| --- |
| **Date: 10/17/2022** |
| **Activity Title:** Choose your activity | **Activity#:** Choose your activity number. |
| **Activity Director:** | **Reporting Period:** Choose a reporting period |

***Note: Lists those items with an acquisition cost of $5,000 or more. Title III office requires that all computers, laptops, and printers be listed if purchased with Title III funds during this grant period.***

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Equipment****Description** | **Model or** **Serial #** | **Title III TAG#** | **SSU** **ID#** | **Date****Purchased** | **Purchase Price** | **Equipment Location****(Bldg., Room)** | **Equipment Disposition****(Transferred, Stored, Lost)** |
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This is to verify that I have physically confirmed that the items listed above are located in the building/room indicated.

I understand that I will have to verify these items for physical inventory purposes so that the property records remain updated.

**Activity Director Date**

**Title III Director Date**