Tucson Unified School District
Asset Management
2050 E. Winsett
Tucson, AZ 85719
(520) 225-4899

PHYSICAL INVENTORY

SITE _____ **DEPT. CODE** _____

PROJECT CODE _____ **ROOM** _____ **PAGE** _____ **OF** _____
(Example: Science, CPU Lab, etc.)

QTY	ITEM DESCRIPTION	SERIAL NUMBER	ASSET ID NUMBER

INVENTORY COMPLETED BY _____ **DATE** _____
(SIGNATURE REQUIRED)

ORIGINAL: ASSET MANAGEMENT		COPY:SCHOOL/DEPARTMENT

ME 1/04