NEW ITEMS TO ADD TO THE AUXILIARY SERVICES INVENTORY CONTROL RECORD									
SCHOOL:					DATE:				
RM LOC	DESCRIPTION	<u>VENDOR</u>	QTY/ SETS	SERIAL#	TOTAL \$ OR UNIT COST	<u>PO#</u>	PO MO/YR	PRESENT CONDITION	STAFF MEMBER
								NEW	

					TOTAL \$				
<u>RM</u>			QTY/		OR UNIT			PRESENT	
LOC	DESCRIPTION	VENDOR	<u>SETS</u>	SERIAL #	COST	<u>PO#</u>	PO MO/YR	CONDITION	STAFF MEMBER