



Clint Independent School District  
CISD Room Fixed / Personal Asset Inventory Form



Date: \_\_\_\_\_

Name: \_\_\_\_\_

Physical Location: \_\_\_\_\_

Campus / Department: \_\_\_\_\_

Room Number: \_\_\_\_\_

Please input the quantity for each one of the categories listed below. If there are any items in your inventory that are not listed please include them in the notes section.

Student Desks	Teacher Desks	Teacher Chairs	Filing Cabinets	Chairs / Stools	Tables	Computers	Printers	Monitors	Projectors

Notes						Serial Numbers For Items Above			

Items issued to individual by campus / department - Item Name / Serial #									

**Personal Items: Please use this area to list any items in your room that are not district property.**