COUNTY/CLUB INVENTORY AND EQUIPMENT LOG

All publicly-owned equipment should be inventoried annually and reported on the Annual Financial Summary Report. Mark equipment with ownership. Check items for any maintenance needs regularly and at annual inventory. Upload inventory into 4Honline records and store in safe/with equipment.

Club and County Name:

DATE	CUSTODIAN	ITEM	MAKE, MODEL, SERIAL NUMBER	DATE ANNUAL CLEANING/ MAINTENANCE PERFORMED