



# GROUP EQUIPMENT INVENTORY

Group: \_\_\_\_\_

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

Quartermaster: \_\_\_\_\_

Item	Description <sup>1</sup>	Labelled <sup>2</sup>	Location <sup>3</sup>	Condition <sup>4</sup>
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				

## GROUP EQUIPMENT INVENTORY

30				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42				
43				
44				
45				
46				
47				
48				
49				
50				

**Notes:**

1. Description should include make, model and colour and might also indicate the box or bag colour containing the item and the quantity.
2. All items should have a Group identifier, e.g. "Property of", and if more than one, the item #, e.g. Tent #4.
3. Location could be the address plus room/shelf identifier or address of volunteer storing the item.
4. The same form may be used to routinely update the condition of the inventory.