

**ANNUAL PROPERTY INVENTORY
FY _____ REPORT**

School: _____ **Month/Year:** _____

Principal: _____ **Bookkeeper:** _____

Please attach a printed copy of your school's complete property inventory as of May 31st to this cover sheet and send to the Financial Services Office via county mail.

Inventory must be submitted by June 10th.

In compliance with O.C.G.A. 20-2-962, we the undersigned have verified that the attached property inventory report for our school is complete and correct as of this date.

Bookkeeper: _____ **Date:** _____

Principal: _____ **Date:** _____