Minnesota State University Mankato

Inventory Control Spreadsheet

Computers and Other Theft Sensitive Items

School Year: **Contact Person:** **Department:**

Faculty/Staff Name or Grad Student/Work Study	Model Name	Location	Serial Number	Date of Purchase	Fixed Asset Tag (If any)	Purchase Order Number	Credit Card	Cost	Date
Stomper Sample	Dell Latitude D620 Laptop	MF 999	12345678901	12/2010	MSU 2233445	8899889988	22233344455	$2500.10	12/2010

SHOP80FR_11/2009