

Department of Materials Management
 MONTGOMERY COUNTY PUBLIC SCHOOLS
 Rockville, Maryland 20850

REQUESTING ITEMS TO BE PICKED UP

FURNITURE/EQUIPMENT INVENTORY
 PROPERTY REPORT

Delete

School/Office _____

Date _____/_____/_____

Equipment Item	Delete Reason	School/Office No.	MCPS Barcode	Serial Number	Cost

Date Reported to Police ____/____/____ Hour: a.m. ____ p.m. ____ Police Station _____

Name of Police Officer(s) _____ Police Report No. _____

Signature, Principal/Account Manager Signature