



Quaker Springs Fire District #1
107 Blodgett Road
PO Box 67
Schuylerville, NY 12871
518-584-3349

PHYSICAL INVENTORY UPDATE FORM

This form must be completed for any item that is disposed of.

This form must be completed for any item that is acquired (other than items that were purchased by the district or department.) For example: donations.

Place completed forms in the District Secretary / Treasurer mailbox.

ADD TO INVENTORY:

Description of item: _____

How / where was this item acquired: _____

Date acquired: _____

DELETE FROM INVENTORY:

Description of item: _____

How was item disposed of: _____

Date disposed of: _____

Name of member completing form: _____