

## SOFTWARE/MANUAL CUSTODY FORM

CONTROL #:	TITLE:		
CUSTODIAN NAME: (First)	(Last)	CODE:	
INVENTORY DATE:	UPGRADE DATE:		
VERSION:	NUMBER OF LICENSES:		
SERIAL #:	MANUFACTURER:		
DISKS/ACCESSORIES/MANUALS			
3.5	<input type="checkbox"/>	5.25	<input type="checkbox"/>
CD'S	<input type="checkbox"/>	TAPES	<input type="checkbox"/>
VIDEOS	<input type="checkbox"/>	MANUALS	<input type="checkbox"/>
ACQUISITION DATE:	ACQUISITION COST:		
CONTRACT #:	CALL #:	PO#:	
ON LOAN TO:	LOAN DATE:		
SIGNATURE:	ENTERED IN DATABASE		
SIGNATURE DATE: (mmddyy)	INITIALS	DATE	
_____ / _____ / _____			
<b>MANUALS</b>			
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			