

HOME OFFICE INVENTORY

Location: Primary Workspace

Last Updated: _____

ITEM DESCRIPTION	QTY	PURCHASE DATE	CONDITION / SERIAL NO.	STATUS
FURNITURE & LARGE EQUIPMENT				
Ergonomic Desk Chair	1			[]
Standing Desk (60")	1			[]
File Cabinet (3-Drawer)	1			[]
TECHNOLOGY & ELECTRONICS				
Monitor (27" 4K)	2		SN:	[]
Laptop Docking Station	1			[]
External Backup Drive	2			[]
STATIONERY & SUPPLIES				

ITEM DESCRIPTION	QTY	PURCHASE DATE	CONDITION / SERIAL NO.	STATUS
Printer Paper (Reams)	5	N/A	Standard Letter	[]
Ink Cartridges (Set)	2		CMYK	[]
Legal Notepads	12		Yellow	[]
				[]
				[]
				[]

Confidential Inventory Record - For Insurance & Tax Purposes