

**COLUMBIA SCHOOL DISTRICT**

**FIXED ASSET ACCOUNTABILITY SYSTEM**

**Input Form**

**Asset Type Key**

- L = Land**
- B = Buildings**
- I = Improvements**
- A = Audio Visual Equipment**
- LP = Lease Purchase**

- C = Computer & C. Equipment**
- F = Furniture & Equipment**
- M = Musical Equipment**
- V = Vehicles**

**Location Key**

- 010001 – Central Office**
- 080002 – Columbia High School**
- 160003 – Jefferson Middle School**
- 040004 – Columbia Elementary School**
- 120005 – Columbia Primary School**
- 010007 - Transportation**
- 010022 - Maintenance**

A S S E T	OT LA DG	TAG	DESCRIPTION	MAKE	MODEL	SERIAL NO.	FUNDING SOURCE	LOCATION	RM	MONTH DAY/YR	COST	PO#

This form is to be used for entering an additional item into the Fixed Asset Accountability System.