Microsoft Word Equipment Inventory

List Template Example

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| **Total Inventory Value** |
| **$**  |

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| --- | --- | --- | --- | --- | --- | --- |
| **Item No.** | **Item Name** | **Description** | **Date of Purchase** | **Retailer** |  **Total Cost** | **Estimated Value** |
| 001 | Laser Printer | High-speed monochrome printer | 03/15/20xx | HP | $1,200 | $1,000 |
| 002 | Desktop Computer | Mid-tier, all-in-one setup | 06/01/20xx | HP | $1,000 | $1,200 |
| 003 | Laptop Computer | High-performance model | 09/20/20xx | Dell | $2,000 | $1,500 |
| 004 | Office Chair | Ergonomic design | 05/10/20xx | Carrier | $450 | $450 |
| 005 | 3D Printer | High-resolution 3D printer for prototypes | 12/05/20xx | Stratasys | $55,000 | $50,000 |
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|  |  |  |  |  | $ | $ |
|  |  |  |  |  | $ | $ |
|  |  |  |  |  | $ | $ |
|  |  |  |  |  | $ | $ |
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