



Texas Workforce Commission  
Member of the Texas Workforce Network

**Property Inventory**

**Government Property Inventory**

1. Contractor's Name and Address: Name  Street Address  City, State  Zip		2. Contract No.
3. Contractor's Representative Name and Phone Number Name _____   Phone _____		
4. Location of Property	5. Date of Report	

6. Property Category (Check One) <input type="checkbox"/> Non Expendable Property <input type="checkbox"/> Residual Property <input type="checkbox"/> Scrap				7. Periodic Inventory (Check One) <input type="checkbox"/> Annual <input type="checkbox"/> Closing <input type="checkbox"/> Final			
If property is to be transferred, enter new grant number:							

PURCHASE ORDER OR ACQUISITION DOC. NO. (a)	DESCRIPTION (b)	MFG. NAME (c)	MODEL (d)	TYPE (e)	MFG. SERIAL NO. (f)	GOVT. EXCESS (ACQUISITION COST SEE SF 133) (g)	COST IF PURCHASED (h)	DATE RECEIVED (i)

Completed forms, inquiries, or corrections to the individual information contained in this form shall be sent to Payables Manager, 101 East 15<sup>th</sup> St, Room 446, Austin, Texas 78778-0001. An individual may receive and review information that TWC collects regarding that individual by sending an e-mail to [open.records@twc.state.tx.us](mailto:open.records@twc.state.tx.us) or writing to TWC Open Records Section, 101 East 15<sup>th</sup> St, Room 266, Austin, Texas 78778-0001.