

# Church Assets And Contents Inventory



**Church Name:**

**Address:**

**Suburb:**

**State:**

**Postcode:**

Contents	Worship Area	Other Areas	Offices	Out-Buildings
Curtains/blinds				
Bibles, song books				
Sheet music				
Stocks of disposable cups, tea, coffee, etc				
Communion servers and silverware				
Chairs				
Tables				
Microphones and stands				
Sound and lighting equipment				
Video cameras and tripods				
Mixing and editing equipment				
Projectors				
Special lighting				
TV sets				
DVD players and discs				
Video recorders and tapes				
Pictures and paintings				
TV security system				
Auditorium video and/or display unit				

Contents	Worship Area	Other Areas	Offices	Out-Buildings
Answering machines				
Computers				
Printers				
Photocopiers				
Fax machines				
Laminators and binders				
Stationery stocks				
Scanners				
Laptops and detachable storage discs (Eg. ZIP)				
CD/DVD players and discs				
Office furniture (not inbuilt)				
Still and digital cameras				
Files and filing cabinets				
Unattached white and black boards				
Books (not for resale)				
Free standing shelving and bookcases				
Sporting equipment				
Camping equipment				
Appliances (Eg. fridges, dryers, urns, vacuum cleaners)				
Pots and pans				
Crockery				

Contents	Worship Area	Other Areas	Offices	Out-Buildings
Cutlery				
Serving dishes, bowls, jugs etc				
Small appliances, Eg. toasters, electric jugs)				
Microwave ovens				
Commercial toasters				
Warming ovens				
Carts and trays				
Tools				
Cleaning equipment, mops, polishers, etc)				
Lawn mowers, trimmers and cutters				
Gardening tools				

**Please insert any other items not listed on the next page.**

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Contents	Worship Area	Other Areas	Offices	Out-Buildings
<b>TOTAL (Contents only)</b>				

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