

West Coast Inland Navigation District (WCIND)

Annual Equipment Status Report

Annual Equipment Status Reports provide updates to Charlotte County Government and WCIND on the current use and location of equipment purchased using grant funds with a value of \$5,000 or more. Reports are due by September 30 of each year, and must be submitted each year until the County has verified, in writing, to the Recipient that no equipment or asset remains with a value of \$5,000 or more. Reports may be submitted through e-mail, or by US Mail to:

Mark K. Snow, Senior Financial Analyst
Charlotte County Fiscal Services
18500 Murdock Circle Suite B-109
Port Charlotte, FL 33948

E-mail: Mark.Snow@CharlotteCountyFL.gov

Date of Report: _____ For Reporting Year: _____

Organization: _____

Person Making Report: _____

Title of Person Making Report: _____

Phone Number: _____ E-Mail: _____

<u>Original Project #</u>	<u>FY Purchased</u>	<u>Description</u>	<u>Serial #</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Is this equipment still used for its original intent? Yes No

If no, explain. Also, provide details if there is intention to sell or dispose of the equipment in the next year.

Where is the equipment physically located (Address):

I hereby certify the equipment indicated is still in this organization's possession and is being used for its original intent. I understand I must receive approval from Charlotte County Government and/or WCIND prior to selling or disposing of this equipment.

Signature of Department Head or Corporate President: _____