|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***Inventarstammkarte / Gerätestammkarte*** | | | | | | | | | | | | | | | Inventarstammnummer | | | | |
| Inventarbezeichnung: | | | | |  | | | | | | | | | | Eingangsstempel der  Anlagenbuchhaltung | | | | |
|  | | | | | Hauptgerät | | | | Zubehör | | | | | |
| Gerätegruppenschlüssel-Nr. | | | | |  | | | | **Es ist der DFG-Schlüssel**  **zu verwenden** | | | | | |
| Lieferant: | | | | |  | | | | | | | | | |
| Hersteller: | | | | |  | | | | | | | | | |
| Seriennummer: | | | | |  | | | | | | | | | |
| Einrichtung/Institut: | | | | |  | | | | | | | | | |  | | | | |
| Gebäude/Straße: | | | | |  | | | | | | | | | |  | | | | |
| Raum-Nr.: | | | | |  | | | | | | | | | |  | | | | |
| Rechnungsdatum: | | | | |  | | | | | | | | | | Erfassungsvermerk | | | | |
| Garantiezeit in Monaten | | | | |  | | | | | | | | | |  | | | | |
| Erwerbsart: | Kauf | | | | | | Schenkung | | |  | | | | | Geschäftsjahr | | |  | |
| Kostenstelle | | Fonds | | | | | | PSP-Element | | | | | | Sachkonto | | | | | Inventar-Nr. |
|  | |  | | | | | |  | | | | | |  | | | | |  |
| **\_\_\_\_\_\_\_**  **7-stellig** | | **\_\_\_\_**  **4-stellig** | | | | | | **\_\_\_\_\_\_\_\_\_\_**  **10-stellig** | | | | | | **\_\_\_\_\_\_\_\_**  **8-stellig** | | | | |
| BetragEUR | | |  | | | | | | | | | | | | **Die grau hinterlegten Felder** | | | | |
|  | | | | | | | | | | | | **werden von der Kasse ausgefüllt.** | | | | |
| **Instandsetzungsmaßnahmen/Reparaturen** | | | | | | | | | | | | | | | | | | | |
| Datum | Art | | | | | | | | | | | | Betrag | | | |  | | |
|  |  | | | | | | | | | | | |  | | | |  | | |
|  |  | | | | | | | | | | | |  | | | |
|  |  | | | | | | | | | | | |  | | | |
|  |  | | | | | | | | | | | |  | | | |
|  |  | | | | | | | | | | | |  | | | |
|  |  | | | | | | | | | | | |  | | | |
|  |  | | | | | | | | | | | |  | | | |
| **Abgangsverfügung** | | | | | | | | | | | | | | | | | | | |
| Datum | | | | Grund des Abgangs | | | | | | | | | | | | Handzeichen | | | |
|  | | | |  | | Verlust, ungeklärt | | | | |  | Verleihung | | | |  | | | |
|  | | Diebstahl | | | | |  | Einbau | | | |
|  | | Zerstörung | | | | |  | Unbrauchbarkeit | | | |
|  | | Veräußerung | | | | |  | Vermietung | | | |
|  | | Verschenkung | | | | |  |  | | | |

070/43 · 09/01