

Indiana 4-H Shooting Sports Inventory Worksheet

This worksheet is to be completed annually, and updated any time a change is made to the inventory. It is understood that expendable supplies fluctuate. Please report the amount of expendable supplies on hand one time per year. Submit the completed annual inventory by October 1 to the Purdue Extension County 4-H Extension Educator and 4-H Shooting Sports Coordinator. Separate worksheets may be completed for each discipline.

Name of County	Date Inventory Completed	Name of Person Completing Inventory	Role of Person Completing Inventory

I, _____, certify that the information contained in this inventory worksheet is accurate to the best of my
 (printed name) knowledge as of _____.
 (Date)

Signature _____
 (person completing inventory)

I (We) have reviewed the information contained in this inventory with the person listed above and agree that it is accurate to the best of my (our) knowledge.

Signature _____ Date _____ Signature _____ Date _____
 (County 4-H Shooting Sports Coordinator) (County 4-H Extension Educator)

Disciplines included in this inventory worksheet (check all that apply)

- | | | |
|--|---|----------------------------------|
| <input type="checkbox"/> Archery | <input type="checkbox"/> Outdoor Skills | <input type="checkbox"/> Rifle |
| <input type="checkbox"/> Muzzleloader (Black Powder) | <input type="checkbox"/> Pistol | <input type="checkbox"/> Shotgun |

4-H Shooting Sports Firearm and Archery Equipment inventory

Item #	Make	Model and Caliber/Gauge	Serial Number	Purchase date	Purchaser	Where purchased/obtained	Purchase price	Account, Check Number
<i>Example</i>	<i>Baretta</i>	<i>12 ga</i>	<i>14-13-046834-15</i>	<i>8/19/2017</i>	<i>Anna Glickson</i>	<i>K Mart</i>	<i>\$2,300.00</i>	<i>County Acct Check 452</i>
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								

(add additional sheet if needed)

	All receipts for firearms and equipment are on file at: <i>(Include the purchaser's name and the serial numbers on the receipt.)</i>	
	Yes	No
4-H Shooting Sports Coordinator		
Purdue County Extension Office		
Other (please describe)		

4-H Shooting Sports Firearm and Archery Equipment Storage and Insurance

Item # <i>(from list above)</i>	Physical address where item is stored	Method of storage for item	Who has access to the item?	How is the item insured? <i>(include policy number and name of insurance company)</i>	Does the property owner's insurance company know this item is stored at this location?
<i>Example</i>	<i>4444 Clover Lane</i>	<i>Locked gun safe</i>	<i>4-H Shooting Sports Instructor</i>	<i>4-H Shooting Sports Club policy through Farm Bureau, #SS4H</i>	<i>Yes</i>
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

(add additional sheet if needed)

Supplies, Expendables Inventory as of Annual Inventory Date

(Note: only include items with an individual value of \$25 or more)

Item description	Purchase price	Quantity	Total Value	Instructor/Discipline	Location of inventory

(add additional sheet if needed)

Equipment removed from inventory*:

Make	Model and Caliber/Gauge	Serial Number	Date removed from inventory	Reason

** NOTE: There are three choices for disposing of firearms:*

- 1. turn them in to the local law enforcement office for proper disposal*
- 2. trade them in when a new firearm is purchased*
- 3. turn them over to Indiana Hunter Education Association (IHEA) for a 5-year storage hold*