



# Northwest Florida State College

---

**TITLE:** PROPERTY CONTROL (INVENTORY)

**AUTHORITY:** FS 1001.64 and 1010.12

**DATE ADOPTED:** [Click here to enter a date.](#)

**SEE ALSO:** "Accounting Manual for Florida's Colleges" and Property Control Procedures

**NUMBER OF PAGES:** 1

**REVISIONS:** 5/89; 7/98; 9/08; May, 2013

**SIGNATURE OF BOARD SECRETARY:**

---

## PURPOSE OF POLICY

To define authority and procedures for inventory control

## LOCAL LANGUAGE

All property acquired with college funds or accepted by the District Board of Trustees through donations shall be properly accounted for through inventory procedures as specified in [Florida Statutes 1001.64](#); [1013.28](#); [274.05](#); [274.06](#) and State Board of Education Rules.