



Grand Camp
Alaska Native Sisterhood
Inventory List for the ANS Grand Secretary

List Items	Address or Location of Equipment
Laptop – List brand name, model & serial # and accessories i.e. brief case, software	
Printer – List brand name, model, & serial #	
Recorder/Transcriber – List brand name, model & serial number	
Records	

This form must be filled out in triplicate by the outgoing Grand Secretary before departing or prior to the close of the annual Convention and officially filed with the incumbent ANS Grand Secretary.

Grand Camp Minutes Date Filed: _____

Incumbent Grand Secretary Retained: _____

Date of Transfer: _____

Incoming Grand Secretary

Outgoing Grand Secretary