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**ASSET AND PROPERTY
 MAINTENANCE REGISTER**

YEAR:

INSTRUCTIONS: #

1. This register is completed in conjunction with the P10 Form.
2. This register outlines the necessary repairs and maintenance that need to be conducted as well as identifying potential improvement of the asset itself.
3. This register can also be used to assist the Formation when applying for grants.
4. This register is to be submitted to the State Service Centre with your Annual Report Presentation (ARP) documentation

Formation _____ Region _____

BULDING/GROUNDS LOCATION	MAINTENANCE DESCRIPTION	ESTIMATED VALUE

AUTHORISING SIGNATURES

Formation _____ Date _____
Print Name Signature

Region _____ Date _____
 Commissioner Print Name Signature

Region Executive _____ Date _____
 (Chair, Treasurer or Secretary) Print Name Signature