

Chambersburg Rod and Gun Club, Inc.

P. O. Box 203

Chambersburg, Pennsylvania 17201

# Key Inventory

I, \_\_\_\_\_ understand that as a recipient of this/these key(s), I have been determined by the Club Administration that the necessity of the Post to which I have been assigned, requires my access to this room/facility.

Upon cessation of my assignment to said post, I will transfer respective keys to either my relief or to a Chambersburg Rod and Gun Club Officer, and receive this form or a copy of this form with the respective surrendered keys initialed. I also understand that, upon my honor, I will not make a copy of the Key, without first obtaining permission of the Club President or designated Club Key Master (CKM). These Keys are Club property and therefore duplicating keys or failure to properly return keys are considered theft and may result in Legal action.

Signature: \_\_\_\_\_

	<u>Room/Facility</u>	<u>Key ID</u>	<u>Initials</u>	<u>Post assigned</u>	<u>CKM Initials</u>
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____
7.	_____	_____	_____	_____	_____
8.	_____	_____	_____	_____	_____
9.	_____	_____	_____	_____	_____
10.	_____	_____	_____	_____	_____
11.	_____	_____	_____	_____	_____
12.	_____	_____	_____	_____	_____
13.	_____	_____	_____	_____	_____
14.	_____	_____	_____	_____	_____
15.	_____	_____	_____	_____	_____
16.	_____	_____	_____	_____	_____
17.	_____	_____	_____	_____	_____
18.	_____	_____	_____	_____	_____
19.	_____	_____	_____	_____	_____
20.	_____	_____	_____	_____	_____

(If only some of the keys are returned because you may have had multiple posts, those respective keys will be initialed by the CKM and a copy this document annotated accordingly, will be turned over to you. Upon return of all keys, you will receive this original document signed by the CKM.

(All keys have been returned to the Club. \_\_\_\_\_ [Club Key Master])