

Fixed Asset Depreciation Report

Company: Sample Company Ltd.
Report Period: 01-Jan-2024 to 31-Dec-2024
Report Date: 31-Dec-2024

Depreciation Summary

Asset ID	Asset Name	Acquisition Date	Cost	Useful Life (Years)	Depreciation Method	Accumulated Depreciation	Net Book Value
FA-1001	Office Laptop	15-Feb-2021	1,200	3	Straight Line	1,000	200
FA-1002	Printer	01-Jul-2022	600	4	Straight Line	225	375
FA-1003	Company Vehicle	01-Mar-2020	15,000	5	Declining Balance	9,000	6,000
FA-1004	Office Furniture	12-Oct-2019	2,500	7	Straight Line	1,285.71	1,214.29
Total						11,510.71	7,789.29

Important Notes:

- This report summarizes the depreciation of fixed assets for the specified period.
- Ensure asset acquisition and disposal dates are accurately recorded for correct depreciation calculation.
- The chosen depreciation method should comply with accounting policies and relevant standards.
- Review accumulated depreciation and net book value for potential asset impairment.
- Retain this report as part of statutory financial documentation for audit purposes.

Prepared by Finance Department | Authorized Signature: _____