

Itemized Asset Warranty Status Report

Report Information

Report ID	AW-2024-075	Date	2024-06-04
Location	Main Office	Prepared By	John Doe

Asset Warranty List

#	Asset Name	Asset ID	Purchase Date	Warranty Expiry	Warranty Status	Vendor	Remarks
1	Laptop - Dell XPS 13	AX0215	2022-03-15	2025-03-15	Active	Dell Inc.	Under 3-year warranty
2	Projector - Epson EX3260	PX0451	2021-11-04	2024-11-04	Active	Epson	1 year left
3	Printer - HP LaserJet	PR0037	2020-06-20	2023-06-20	Expired	HP	Warranty ended
4	Desktop - Lenovo ThinkCentre	DT0920	2023-01-10	2026-01-10	Active	Lenovo	-

Important Notes:

- Verify all warranty expiry dates directly with original vendor for accuracy.
- Asset status should be checked periodically to update expired warranties.
- Keep this document secure as it may contain sensitive asset information.
- Contact your asset manager immediately if discrepancies are found.