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**название СОШ**

**«УТВЕРЖДАЮ»**

**Директор СОШ**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Ф.И.О.**

**«\_\_\_\_\_»\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_20 г.**

 **печать СОШ**

АКТ №\_\_\_\_\_\_

**приема предметов на временное хранение**

**«\_\_\_\_\_»\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_20 г.**

**Настоящий акт составлен представителем музея\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(фамилия, имя, отчество, должность)**

**с одной стороны, и лицом (представителем учреждения)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(фамилия, имя, отчество, должность)**

**в том, что первый принял, а второй сдал во временное хранение на \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_до «\_\_\_\_»\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_20 г. следующие предметы:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **№****п/п** | **Наименование краткое описание предмета. Материал, техника, размер.** | **Учетные****обозначения** |  **Сохранность** |  **Примечание** |
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**Всего принято по акту:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_предметов.**

 **(цифрами и прописью)**

**Акт составлен в \_\_\_\_\_\_\_ экз. и вручен подписавшим его лицам**

**Принял: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Ф.И.О.) Сдал: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Ф.И.О.)**

**Присутствовали:**