PINELLAS COUNTY SCHOOLS

INVENTORY OF MERCHANDISE

Instructions

At the end of the each sales activity, all remaining salable inventory must be recorded on the ***Inventory of Merchandise*** form. The information listed on this form shall be collected from all sales reports. This inventory record shall be kept current and maintained **perpetually**.

SCHOOL NAME: _____

FY OF SALE	SPONSORING GROUP	ACCT #	DESCRIPTION OF ITEM	UNSOLD QUANTITY	SELLING PRICE	VALUE	DISPOSITION OF ITEMS (attach documentation)