

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)