MH _____

MONTHLY INVENTORY FY01

DATE:_____

C:\COR\PROPERTY\INVENT QAE

Column	1	As established by Base Food Service
Column	2	Previous months inventory
Column	3	Purchases made this month from Self Service
Column	4	Enter items received from other sources at no cost, I.e., Base Food Service Property, Command, Etc.
Column	5	Total of columns, 2,3 and 4
Column	6	Actual end of the month physical inventory on hand assets
Column	7	Column 5 minus column 6
Column	8	Column 1 minus column 6

Item	U/I	1 ESTABLISHED ALLOWANCE	2 PREVIOUS MONTHS ENDING INVENTORY	3 PURCHASED REPLENISHMENTS	4 OTHER SOURCES	2+3+4=5 5 GRAND TOTAL	6 ACTUAL INVENT ON HAND	5 - 6= 7 7 LOSSES	1 - 6= 8 8 TOTAL SHORTAGES (1 MINUS 6)
Plate, Eating 9"	EA								
Bowl, Soup 9"	EA								
Bowl, Soup 8oz	EA								
Plate, B&B	EA								
Dish, Veg	EA								
Cup, Coffee 10 oz	EA								
Tumbler, cup 10 oz	EA								
Knife, table	EA								
Fork, table	EA								
Spoon, table	EA								
Spoon, tea	EA								
Tray, serving	EA								
Tray, comp	EA								

SIGNATURE OF CIVILIAN SUPERVISOR

SIGNATURE OF MESS MANAGER

SIGNATURE OF QAE