PHYSICAL INVENTORY COUNT SHEET

FORMAT NO:

STOCK COUNTED	TYPE OF MATERIAL STOCK
FROM DATE : _____/_____/_____ TO DATE: _____/_____/_____	[ ] RAW MATERIAL [ ] CONSUMABLE GOODS [ ] CHEMICALS / SIMILAR [ ] GAS CYLINDERS / SIMILAR

Team Leader	Team:

Unit	Location / Area	Sub Division / Room No.

Physical Inventory information						
Material Code	Material Name	Quantity	U.M.O	Storage Location	Sub Div/Rack	Condition / Expiry / Broken etc..