

BASIC INVENTORY COUNT SHEET

Gheith Younes Restaurant Consulting

Use this sheet to record beginning, received, used, and ending quantities for each inventory category, calculate unit and total values, and track variances.

Restaurant Name		Date	
Location		Counted By	
Shift / Time		Verified By	

Item	Unit	Beginning	Received	Used	Ending	Unit Cost	Total Value
PROTEINS							
PRODUCE							
DAIRY							
DRY GOODS							
FROZEN							

BEVERAGES							
PAPER GOODS							
CLEANING SUPPLIES							

Variance Notes

Manager Signature

Date