



# DISTRICT SCHOOL BOARD OF PASCO COUNTY YEAR END INVENTORY

MIS Form # 161  
Rev. 09/24

\_\_\_ Concession Stand \_\_\_ School Store \_\_\_ Textbooks  
 (Choose One Option)

SCHOOL: \_\_\_\_\_ YEAR: \_\_\_\_\_

Inventory that is on hand as of June 30th must be listed below. The unit cost is the invoice price NOT the resale price. Two people are responsible for taking the inventory count and signing below. The person in charge of the inventory cannot be involved in the inventory process.

Quantity	Description of Item	Unit Cost	Total
			\$
			\$
			\$
			\$
			\$
			\$
			\$
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			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
<b>Total</b>			\$

***I certify that the above is a true and correct inventory on hand for resale.***

Printed Name of 1st Person Taking Inventory \_\_\_\_\_

Signature of 1st Person Taking Inventory \_\_\_\_\_ Date \_\_\_\_\_

Printed Name of 2nd Person Taking Inventory \_\_\_\_\_

Signature of 2nd Person Taking Inventory \_\_\_\_\_ Date \_\_\_\_\_

**The completed form is retained by the Bookkeeper.**