[Company name]

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Cafe stock count sheet

Weekly stock count - know what you have before you order.

Date: _____

Stock count

Item	Unit	Par level	Counted	Variance	Order qty
Coffee beans	kg	[par]			
Milk	litres	[par]			
Cups 12oz	sleeves	[par]			

Sign-off

Name: _____ **Signature:** _____ **Date:** _____