| 4. | SPREADSHEET |
|----|-------------|
|    | DADDY       |

## Pantry Inventory Template Designed by Spreadsheet Daddy

## [Company Name]

Prepared by Date Prepared Reviewed by Date reviewed Notes

|           |              |              | Item Details |                 |              |                             |              | Supplier Info   |           | l,               | nventory Trackin | ing       | р             | ate-Specific Tracki | ng        |       |
|-----------|--------------|--------------|--------------|-----------------|--------------|-----------------------------|--------------|-----------------|-----------|------------------|------------------|-----------|---------------|---------------------|-----------|-------|
| Item Code | Item Name    | Category     | Brand        | Unit of Measure | Location     | Temperature<br>Requirements | Supplier     | Contact Details | Lead Time | Quantity on Hand | Par Level        | Unit Cost | Date Received | Expiration Date     | Days Left | Notes |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              | <u> </u>     | L               |              |                             | L            | <u> </u>        |           |                  |                  |           |               | ļ                   | 0         |       |
|           |              |              |              |                 |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | T               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              | ļ            |                 |              |                             |              | ļ               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           | +            |              | <del> </del> | +               |              |                             | <b></b>      | +               |           | +                |                  |           |               | <del> </del>        | 0         |       |
|           |              |              |              | <b>+</b>        |              |                             | <del> </del> | +               |           |                  | <u> </u>         |           |               | <del> </del>        | 0         |       |
|           |              |              |              | 1               |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              | <del> </del>    |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              | ·            |                 |              |                             |              | <del> </del>    |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | -               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              | <del> </del>    |              |                             |              | +               |           |                  | <del> </del>     |           |               | <del> </del>        | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              | L               |              |                             | L            |                 |           |                  |                  |           |               |                     | 0         |       |
|           | <del> </del> | <del> </del> | <del> </del> | <del> </del>    |              |                             |              | +               |           | <del> </del>     |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | †               |           | İ                |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              | +               |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           | <del> </del> |              |              | †               |              |                             | <del> </del> | +               |           | <del> </del>     | ļ                |           |               | <del> </del>        | 0         |       |
|           |              |              |              |                 |              |                             |              | 1               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              | ļ               |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           | +            |              |              | +               |              |                             |              | +               |           | +                |                  |           |               |                     | 0         |       |
|           | <del> </del> | <del> </del> | <del> </del> | +               | <del> </del> |                             | <del> </del> | +               |           | +                | <b>†</b>         |           | <u> </u>      | <del> </del>        | 0         |       |
|           | 1            |              |              |                 |              |                             | -            | +               |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              |                 |           |                  |                  |           |               |                     | 0         |       |
|           |              |              |              |                 |              |                             |              | +               |           |                  |                  |           |               |                     | 0         |       |
|           | <del> </del> | ļ            | <del> </del> | <del> </del>    |              |                             | <del> </del> | +               |           | ·                | ·                |           | ļ             | <del> </del>        | 0         |       |
|           | 1            | 1            | 1            | 1               | 1            | 1                           | 1            | 1               | 1         | 1                | 1                | I         | 1             | 1                   | 1 0       |       |