



ADMINISTRATIVE FORM 3514

STUDENT ACTIVITY FUNDS

INVENTORY AND SALES ANALYSIS - SCHOOL CLOTHING

School name _____

Period _____

	A	B	C	D	E	F	G
Item and size	Beginning inventory count	Purchases (# of items)	Non sale items (Giveaways)	Ending inventory count	Items sold (A+B-C-D)	Sales price per item	Total expected sales (E*F)
						\$	\$
TOTAL						\$	\$

Inventory counted by _____

Inventory counted by _____



School name _____

Period _____

SALES ANALYSIS

Total expected sales (from prior page)				\$
Sales receipts turned in since last inventory		Date	Receipt #	Amount
				\$
Value of redeemed coupons (list attached)				
Value of gifts/giveaways (list attached)				
Total sales receipts, coupons and giveaways				\$
Total sales receipts, coupons and giveaways exceed/(are less than) expected sales				<u><u>\$</u></u>

Sales analysis prepared by _____

Printed name/signature

Date