

Section 11

Weekly/Monthly Inventory

Plan on spending at least an hour to do the inventory on either Sunday night or Monday morning.

ENDING INVENTORY

*** Do a very exact physical count of all products listed.

UNIT COST

Divide the price per case by the number of units in the case. The unit is the measuring unit you use for inventory purposes (pound, can, box sleeve, etc.) **Prices change each week and will need to be adjusted accordingly.

EXAMPLE: Beef is \$22.84 a case,
There are 20 pounds in a case
 $22.84 \text{ divided by } 20 = 1.14$
Beef is \$1.14 per pound. The unit cost of beef is \$1.14.

EXAMPLE: Ripe Olives are \$38.00 a case
There are six cans in a case
 $38.00 \text{ divided by } 6 = 6.67$
Ripe Olives are \$6.67 per can. The unit cost of Ripe Olives is \$6.67.

DOLLAR VALUE

Multiply each product's "Ending Inventory" by the "Unit Cost"

COLUMN TOTAL

Add each "Dollar Value" column.

GRAND TOTAL

Add both "Column Totals" together.

POSTING THE GRAND TOTAL

*** Franchise Stores post the "Grand Total" to the "Ending Inventory" block of the "Weekly Sales Report" form.

*** Corporate Stores post the "Grand Total" to the "Ending Inventory" block of the "Weekly Keys" form.



Weekly/Monthly
Food Inventory

Date: _____

Day: _____

Store: _____

ITEM	ENDING INVENTORY	UNIT COST	DOLLAR VALUE
Sub Rolls			
Salami			
Pepperoni			
Ham			
P.J. Cheese			
Chicken Fajita Meat			
Green Peppers			
Onions			
Red Peppers			
Tomatoes			
Lettuce			
Ranch Dressing			
Aluminum Foil			
Styrofoam Containers			
			Column Total \$
			Grand Total \$