

Daily Stock-in-Trade Movement Ledger

DATE

LOCATION / WAREHOUSE

LEDGER NO.

PREPARED BY

S/N	ITEM CODE / SKU	ITEM DESCRIPTION	UOM	OPENING STOCK	STOCK IN (RECEIPTS)		STOCK OUT (ISSUES)		ADJUSTMENTS (+/-)	BOOK CLOSING STOCK	PHYSICAL COUNT	VARIANCE	REMARKS / REFERENCE DETAILS
					QTY	REF NO.	QTY	REF NO.					
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
Total:													

PREPARED BY

Storekeeper / Inventory Officer

VERIFIED BY

Inventory Controller / Supervisor

APPROVED BY

Warehouse Manager / Operations Head