

## OBSOLETE STOCK WRITE-DOWN LEDGER

## Inventory Valuation Adjustment Record

**Company Name:**

**Ledger Period:**

Reference No:

|                          |
|--------------------------|
| TOTAL ORIGINAL COST      |
| TOTAL WRITTEN-DOWN VALUE |
| TOTAL WRITE-DOWN AMOUNT  |

| Date   | SKU / Item No. | Description | Location | Qty | Orig. Cost (Unit) | WD Value (Unit) | Total Loss | Reason / Disposition | Auth. By |
|--------|----------------|-------------|----------|-----|-------------------|-----------------|------------|----------------------|----------|
|        |                |             |          |     |                   |                 |            |                      |          |
|        |                |             |          |     |                   |                 |            |                      |          |
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|        |                |             |          |     |                   |                 |            |                      |          |
|        |                |             |          |     |                   |                 |            |                      |          |
| Total: |                |             |          |     |                   |                 |            |                      |          |

Prepared By (Signature &amp; Date)

**Approved By (Signature & Date)**

