EXPIRED & OBSOLETE INVENTORY

Control & Disposition Ledger

Facility/Location:
Ledger Period:
Prepared By:
Review Date:

ITEM / SKU	DESCRIPTION	TYPE (EXPIRED/OBSOLETE)	QTY	UOM	UNIT COST	TOTAL VALUE	EXPIRY DATE	DISPOSITION METHOD (SCRAP/WRITE-OFF/DONATE)	AUTHORIZED BY

Inventory Controller Signature

Authorizing Manager Signature

TOTAL ITEMS LOGGED	
TOTAL WRITE-OFF VALUE	