

OBSOLETE INVENTORY LOG & DEPRECIATION LEDGER

COMPANY NAME

LEDGER PERIOD

REFERENCE NUMBER

DATE PREPARED

1. OBSOLETE INVENTORY LOG

ITEM CODE	DESCRIPTION	LOC. / BIN	QTY	UNIT COST	TOTAL COST	REASON FOR OBSOLESCENCE	DISPOSITION
Total Logged Inventory Value							

2. DEPRECIATION & WRITE-DOWN LEDGER

ITEM CODE	GL ACCOUNT (DEBIT)	GL ACCOUNT (CREDIT)	ORIGINAL COST	PREV. RESERVE	CURRENT WRITE-DOWN	REMAINING BOOK VALUE	DATE POSTED
Total Financial Impact							

PREPARED BY (INVENTORY CUSTODIAN)

REVIEWED BY (FINANCE MANAGER)

AUTHORIZED BY (CONTROLLER/CFO)