DECOMMISSIONED STOCK & OBSOLETE INVENTORY LEDGER

Record of obsolete, damaged, or decommissioned assets and inventory items

FACILITY / WAREHOUSE

DEPARTMENT / COST CENTER

LEDGER PERIOD (FROM/TO)

AUTHORIZED CUSTODIAN

DATE	ITEM CODE / SKU	ITEM DESCRIPTION	CATEGORY	QTY	UNIT COST	TOTAL VALUE	REASON FOR DECOMMISSION	DISPOSAL METHOD
Total Obsolete Stock Value:								

PREPARED BY (INVENTORY CUSTODIAN)

VERIFIED BY (QUALITY/OPERATIONS)

APPROVED BY (FINANCE/MANAGEMENT)