

HOME OFFICE INVENTORY

Supply Management & Asset Tracker
Last Audit:

ITEM DESCRIPTION	CATEGORY	STOCK	MIN.	REORDER?	LOCATION/NOTES
Printer Paper (A4/Letter)	Stationery		2		Cabinet A
Ink Cartridges (Black/CMY)	Tech		1		Drawer 2

ITEM DESCRIPTION

CATEGORY

STOCK

MIN.

REORDER?

LOCATION/NOTES

Notes: _____ Ref ID: HO-INV-2024