

LINEN & TOWEL INVENTORY

Facility Maintenance Record

Cycle: _____

ITEM DESCRIPTION	STANDARD SIZE	PAR LEVEL	IN STOCK	CONDITION
Bed Linens				
King Flat Sheet	108" x 115"	150	—	<input type="checkbox"/> Good <input type="checkbox"/> Replace
Queen Fitted Sheet	60" x 80"	200	—	<input type="checkbox"/> Good <input type="checkbox"/> Replace
Standard Pillowcase	20" x 30"	400	—	<input type="checkbox"/> Good <input type="checkbox"/> Replace
Bath Gallery				
Bath Towel (Cotton)	27" x 54"	300	—	<input type="checkbox"/> Good <input type="checkbox"/> Replace
Hand Towel	16" x 30"	300	—	<input type="checkbox"/> Good <input type="checkbox"/> Replace
Wash Cloth	13" x 13"	500	—	<input type="checkbox"/> Good <input type="checkbox"/> Replace

ITEM DESCRIPTION	STANDARD SIZE	PAR LEVEL	IN STOCK	CONDITION
Bath Mat	20" x 30"	100	—	<input type="checkbox"/> Good <input type="checkbox"/> Replace
Dining & Specialty				
Tablecloth (White)	90" Round	50	—	<input type="checkbox"/> Good <input type="checkbox"/> Replace
Napkins (Linen)	20" x 20"	400	—	<input type="checkbox"/> Good <input type="checkbox"/> Replace

Notes / Discrepancies: