

BOUTIQUE CATERING

Dishware Inventory Checklist

EVENT DATE: _____ LOCATION: _____ STAFF ID: _____

ITEM DESCRIPTION	MATERIAL/FINISH	TOTAL	OUT	IN	CONDITION
PLATES & CHARGERS					
Dinner Plate - Bone China	Minimalist White	120			
Appetizer Plate - Matte Black	Ceramic	150			
Charger Plate - Hammered Gold	Brass Finish	120			
STEMWARE & GLASS					
Burgundy Wine Glass	Crystal	100			

ITEM DESCRIPTION	MATERIAL/FINISH	TOTAL	OUT	IN	CONDITION
Champagne Coupe	Vintage Ribbed	80			
Water Goblet	Smoke Tint	120			

FLATWARE					
Main Fork	Brushed Gold	200			
Main Knife	Brushed Gold	200			

DAMAGES & DISCREPANCIES

Verification Signature: _____ Date: _____