

DAILY BEVERAGE INVENTORY

Date: _____

Staff: _____

INGREDIENT / ITEM	UNIT (OZ/BAG/CT)	CLOSING QTY	NOTES / REORDER
Espresso Beans (House)	lb		
Espresso Beans (Decaf)	lb		
Black Tea Leaves	oz		
Green Tea Leaves	oz		
Whole Milk	gal		
Oat Milk	ct		
Almond Milk	ct		
Vanilla Syrup	bottle		
Caramel Sauce	jug		
Simple Syrup	liter		

INGREDIENT / ITEM	UNIT (OZ/BAG/CT)	CLOSING QTY	NOTES / REORDER
Sugar Cubes/Packets	box		
Cocoa Powder	lb		
Cups (12oz)	sleeve		
Cups (16oz)	sleeve		
Lids (Universal)	sleeve		
Paper Straws	box		

Manager Signature: _____