

TEA & INFUSION INVENTORY

Inventory Date: _____

ITEM DESCRIPTION (ORIGIN/GRADE)	CURRENT STOCK	UNIT (G/OZ)	STOCK LEVEL	NEXT ORDER DATE
Organic Loose Leaf Earl Grey			Low	
			OK	
Japanese Sencha (First Flush)			Low	
			OK	
Egyptian Chamomile Flowers			Low	
			OK	

**ITEM DESCRIPTION
(ORIGIN/GRADE)**

**CURRENT
STOCK**

**UNIT
(G/OZ)**

STOCK LEVEL

**NEXT
ORDER
DATE**

ADDITIONAL NOTES / SPECIAL SOURCING REQUIREMENTS: