Willow Cafe Ltd

Cafe stock count sheet

Weekly stock count - know what you have before you order.

Date	9 November 2026

Stock count

Item	Unit	Par level	Counted	Variance	Order qty
Coffee beans	kg	See paragraph 4			
Milk	litres	See paragraph 4			
Cups 12oz	sleeves	See paragraph 4			

Sign-off

Name	Signature	Date