

Use our “Kitchen inventory template” to keep track of all kitchen supplies and equipment, their condition and create a restocking list.

The template contains a list of possible inventory by category (crockery, electrical appliances, cutlery, etc.).

Item	Number on hand	Condition			Needed
		New	Good	Poor	

The inventory list is listed in the “Item” columns, and in the “Number on hand” columns, you need to indicate the amount of this inventory you have in stock.

Nearby in the “Condition” block, there are 3 columns for counting the number of your kitchen inventory according to its condition (New, Good, or Poor). The amount of stock in the “Number on hand” column must match the sum in the “Condition” columns.

In the “Needed” column, indicate the amount of inventory that you now need to purchase (upgrade, restock, etc.). Thus, you can keep track of current stocks and form a purchasing requirement when inventory is worn out or when expanding kitchen capacities.

Filling example:

Item	Number on hand	Condition			Needed
		New	Good	Poor	
Cooking Equipment					
Colander	6	6			
Sieve	10	6	2	2	
Mixing Bowl large	4	4			
Mixing Bowl small	3	3			
Flan Dish					2
Baking sheet	10	10			
Cake tin	10	8	2		
Roasting tin	5		1	4	5
Measuring jug	8	8			
Oven proof dish large	9	7	2		
Oven proof dish small	4	3		1	3
Vegetable dish	5	5			