Weekly Inventory

Texas Stores

Wingstop #_____

Team Leader _____

Date _____

FAX TO: 888-348-9478

Bottom File Cabinet

	On Hand	Par
Fax Machine Ink		*1 Extra*
Paper Clips (boxes)		*2 Boxes*
Label Maker Tape		*1 Extra*
Rubber Bands (Bag)		*1/4 Bag*
Spray Nozzle		*1 Each*
Tape (each)		*8 Each*
Pencils (each)		*6 Each*
Sharpies (each)		*6 Each*
Tea Urn Nozzles		*3 Each*
Backup Ketchup Pump		*1 each*
Batteries - 9Volt (each)		*4 Each*
Batteries - AA (each)		*4 Each*
Batteries - AAA (each)		*4 Each*
Batteries - D (each)		*8 Each*
Batteries - CR2032 (each) *For Alarm Sensors*		*2 Each*
Stick Thermometers (each)		*2 Each*
Cooler Thermometers		*2 Each*
Pens		*2 Boxes*
Backup Spice shakers (Plastic)		*2 Each*
Printer Ribbons - Thermal		*.5 Box*
Printer Ribbons - Non-Thermal		*.5 Box*
Clear Box Tape		*1 Each*
Clear Mounting Tape		*2 each*
Wingstop (Full) To-Go Menus		*100 Each*
Backup Coke Machine Nozzle		*2 each*
Drawer / Bank Receipt		*1 Bundle*
Fly Light Papers		*1 Pack*
Kitchen Label Gun Tape		*3 Each*

Top Filing Cabinet

	On Hand	Par
Fax Paper (brick)		*1.5 Bricks*
Deposit Bags		*25 Kits*
Counsel Forms		*25 Each*
Employee Info Update Forms		*25 Each*

First Aid Kit

Blue Bandaids (Regular, Fingertip & Knuckle)		10 Each
Burn Cream		1 Each
Blue Medical Gloves		10 Each
Hydrogen peroxide		1 Each
Rubbing Alcohol		1 Each
Gauze		10 Each
Medical Tape		1 Each
Antibiotic Ointment		1 Each
Finger Glove		10 Each

Miscellaneous

	On Hand	Par
Gloves (box)		*6 Boxes*
Potato cutter Blades Large (**each blade**)		*6*
Potato cutter Blades Small (**each blade**)		*12*
Rags (each)		*15*
Working Brooms		*2*
Working Dust Pans		*2*
Working Mop Head		*2*
Working Squigees		*2*
Working Knife Sharpener		*1*
20x20 Air Filters		*4*

Bottle Sodas

	On Hand	Par
Coca Cola		2 Cases
Diet Coke		1 Case
Sprite		1 Case
Dr Pepper		1 Case
Water		3 Cases
Root Beer		8 Bottles

Beer

	On Hand	Par

Uniforms

		On Hand	# Needed
Shirts	Women's-Small		
Shirts	Women's- Medium		
Shirts	Women's - Large		
Shirts	Women's - XLarge		
Shirts	Men's - Small		
Shirts	Men's - Medium		
Shirts	Men's - Large		
Shirts	Men's - Xlarge		
Shirts	Men's - 2XLarge		
Shirts	Men's - 3XLarge		
Hats			

Employee Disiplinary Form		*25 Each*
Termination Form		*25 Each*
Product Owed Form (For Book)		*25 Each*
Incident Report Forms		*25 Each*