

WAREHOUSE RECONCILIATION

For the Month of

Valuation:

Less:	Open P.O.'s (items received, but not paid for	_____
	Journal Entry Adjustments	_____
	Other:	_____
Add:	P.O.'s paid for, but not entered into inventory	_____
	Other:	_____
	Adjusted Valuation	=====

Book Balance

Less:	Federal & Capital Projects	_____
	Scrap	_____
	Other:	_____
Add:	Discounts received for early payment, but not reflected in warehouse valuation	_____
	Other:	_____
	Adjusted Book Balance	=====
	Book Balance Overage/(Shortage)	_____