

**Report of Consumable Supplies on Hand As of June 30**

Please enter below the value (at cost) of your storeroom operation on **June 30**. A signed copy of this report should be returned as soon as possible, but no later than July 7 to the Comptroller's Office, Room 230, Carruth O'Leary Hall. If you have questions, please call Beverly Nightingale at 4-3067.

<b>Consumable Supplies on Hand June 30</b>		
<b>PLEASE NOTE: Cost Centers of all the department(s) you are reporting for:</b>		
_____		
<b>Expenditure Code</b>	<b>Description</b>	<b>Amount</b>
300X	Clothing	
310X	Feed & forage (used for animals)	
320X	Food for human consumption	
33XX	Fuel (other than for motor vehicles)	
34XX	Maintenance & construction materials, supplies, & parts	
35XX	Motor vehicle parts, supplies & materials	
36XX	Professional & scientific supplies & materials	
37XX	Stationery, office & data processing supplies (excluding stamps)	
38XX	Research supplies, materials, & animals	
39XX	Other supplies, materials & parts (exclude resale, see below)	
3980 & 3990	Commodities purchased for resale	
	<b>Grand Total</b>	

**Date:** \_\_\_\_\_

**Signature of person completing this document:** \_\_\_\_\_