ST. MARY'S FOOD BANK
COMMODITY SENIOR FOOD PROGRAM (CSFP)
DISTRIBUTION SITE MONTHLY INVENTORY REPORT (MIR)

Site Name:	**Reporting Month:**
Agency #:	**Reporting Year:**

Current Month's Distribution	**AMOUNT**			
	Box #	**Box #**	**Box #**	**Box #**
1.) Total Boxes Delivered/ Leftover from Last Month:				
2.) Total Boxes Signed for by Client in Current Month:				
3.) Total Cheese Delivered/ Leftover from Last Month:				
4.) Total Cheese Signed for by Client in Current Month:				
Remaining Inventory at Month's End				
	Box #	**Box #**	**Box #**	**Box #**
5.) Number of Boxes on Site:				
6.) Number of Cheese on Site:				
Lost/ Extra Product				
	Box #	**Box #**	**Box #**	**Box #**
7.) Number of Lost/ Extra Boxes:				
8.) Number of Lost/ Extra Cheese:				

Provide an explanation of any lost or extra product below:

Note: Inventory is defined as Number of Boxes or Number of Cheese

***You must do a physical count of your remaining inventory of CSFP items at the end of each month.**

PRINT NAME

Date

In order to maintain Inventory, this document must be received within 2 days after last distribution for the month