

EDEN CHURCH SUNDAY SERVICE MANAGEMENT STOCK SHEET

DATE / / /

ITEM / PRODUCT	MINIMUM STOCK	IN STOCK AMOUNT	STOCK REQUIRED
DISPOSABLE CUPS	100		
MILK	2X1L		
SUGAR - WHITE	1KG		
SUGAR - RAW	1KG		
TEA	100 BAGS		
COFFEE	250 GRM		
JUICE	2L		
SERVETTES	100		
BISCUITS	4 PACKS		
DISPOSABLE - KNIVES	100		
DISPOSABLE - FORKS	100		
DISPOSABLE - SPOONS	100		
DISPOSABLE -TSPOON	100		
RUBBISH BAGS	ROLL		
TEA TOWELS	4		
TABLE CLOTHS	2		
CHUX CLOTHS	ROLL		
WASH LIQUID	1L		
DISINFECTANT	1L		
WATER 500 ML	2		
COMMUNION CUPS	100		
COMMUNION CLOTH	1		
GRAPE JUICE	2L		
CRACKERS /WAFER	2		
TISSUES	2		
TOILET ROLLS	2		
ASB DEPOSIT BAGS	6		
TITHE SHEETS	4		
ENVELOPES	12		
GET TO KNOW YOU	12		
G6 CARD	12		
STAPLER	1		
STAPLES	BOX		
PENS	2		
EFTPOS ROLLS	2		
GAFFER TAPE	1		
BATTERIES AAA	12		
BATTERIES AA	12		
BATTERIES 9V	2		
BUSINESS CARDS	BO		
URGENT ITEMS			

PLEASE CHECK SUPPLIES WHICH ARE IN THE SIDE ROOM ON THE STAGE IN THE LOCKERS. ALSO, G6 CABINET ALSO HAS FOOD SUPPLIES WHICH CAN BE USED AND REPLACED WHEN NEEDED.

EMAIL denisem650@hotmail.com by Tuesday each week for supplies IN TIME for next Sunday