

### Annual Inventory Report (USDA Foods)

Name of Contracting Entity	CE ID	Date of Physical Inventory
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USDA Food	Where is Food Stored?*	Oldest Date Received	Most Current Date Received	Physical Inventory Count	Book Inventory Count	Gains Physical Count Exceeding Book Amount	Losses Book Amount Exceeding Physical Count**	Number of Months Supply on Hand	More Than Six Months Supply?***	Options for Depleting Excess Supply (Provide a depletion plan on a separate page.)
									Yes No	1. Transfer USDA Foods by the end of the current contract year. 2. Increase menu usage with a due date of depletion.
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	
									Yes No	

\* CE = Contracting Entity  
 CD = Commercial Distributor  
 P = Processor

FSMC = Food Service Mgmt. Company  
 FB = Food Bank

\*\* Attach Form H1638 for each USDA Food indicated in this column.

\*\*\* Attach a Corrective Action Plan for each USDA Food with an excess supply of more than six months.

_____ Signature—Authorized Representative	_____ Date	Area Code and Telephone No.	Area Code and Fax No.	<b>TDA Use Only</b>	
				Signature—TDA Reviewer	Date Approved