

The Royal Oak
Inn & Suites



Inventory Prices Updated Form

DATE

DEPARTMENT

- | | |
|-------------------------------------|-----------------------------------|
| <input type="checkbox"/> Front Desk | <input type="checkbox"/> Kitchen |
| <input type="checkbox"/> Night Club | <input type="checkbox"/> Banquets |
| <input type="checkbox"/> Restaurant | <input type="checkbox"/> Vendor |

PROPERTY

- | | |
|--|---|
| <input type="checkbox"/> Genesis Hospitality | <input type="checkbox"/> Victoria Inn • Brandon |
| <input type="checkbox"/> Victoria Inn • Winnipeg | <input type="checkbox"/> Royal Oak Inn • Brandon |
| <input type="checkbox"/> Victoria Inn • Flin Flon | <input type="checkbox"/> Victoria Inn • Thunder Bay |
| <input type="checkbox"/> Best Western • Owen Sound | |

Manager Name *(please print)*

To the best of my knowledge I have reviewed all invoices for the month of .

I have updated the inventory prices on my inventory spreadsheet to the last invoiced price.

Signature

INSTRUCTIONS

Attach form to the top of your manual inventory count sheets and send to the Head Office Accountant.