



Department Name

Prepared By

Telephone #

Date

Inventory Adjustment Code Table

Add (A) Change (C) Delete (D)	Adjustment Code (up to 6 characters)	Description (100 characters)	Object	Dept Object

Inventory Return Code Table

Add (A) Change (C) Delete (D)	Return Code (up to 6 characters)	Description (100 characters)

 Authorized Signature

 Date

 Entered By

 Date