

Physical Inventory Count Sheet

Record a point-in-time physical count. The standard sheet allows a later quantity comparison; the blind-count sheet leaves the system quantity hidden from the counter.

Count batch	Count date	Location	Counter

Standard count

SKU or item ID	Item name	Unit	System qty	Counted qty	Variance	Recount

Variance = counted quantity minus system quantity. Leave unknown quantities blank; do not infer zero.

Blind Physical Count Sheet

The counter records observed quantities without seeing the system quantity. Reconcile separately in the workbook after counting.

Count batch	Count date	Location	Counter

[illegible]