

## In and Out Report from Jun 7, 2015 to Jul 7, 2015

ID	Item Name	Description	Beginning Balance	In	Out	Difference	Balance
14	ALCOHOL	Rubbing Alcohol	0	468	126	+342	342
9	BALLPEN BLACK	Panda Ballpen	0	304	59	+245	245
10	BALLPEN BLUE	Panda Ballpen	0	2875	2414	+461	461
11	BALLPEN RED	Panda Ballpen	0	724	0	+724	724
13	BATTERY AA	Eveready Battery	0	125	0	+125	125
12	BATTERY AAA	Energizer Battery	0	301	0	+301	301
15	BATTERY D	Eveready Battery	0	153	0	+153	153
2	BOND PAPER LONG	8.5 X 13	0	737	183	+554	554
3	BOND PAPER SHORT	8.5 X 11	0	1699	41	+1658	1658
17	CALCULATOR	Casio Calculator	0	81	1	+80	80
19	CARBON PAPER LONG	Carbon Paper Long	0	3500	0	+3500	3500
18	CARBON PAPER SHORT	Carbon Paper Short	0	2900	0	+2900	2900
16	CBP BOX	File Storage Box	0	275	30	+245	245

20	CDRW	Rewritable	0	23	0	+23	23
21	CORRECTION TAPE	Correction Tape	0	219	27	+192	192
22	CORRECTION TAPE REFILL	Refill of Plus	0	8910	75	+8835	8835
23	DOUBLE CLIP 1"	Double Clip Size: 1"	0	171	98	+73	73
25	DOUBLE CLIP 3/4"	Double Clip Size: 3/4"	0	170	34	+136	136
27	DVD	Rewritable	0	25	0	+25	25
26	DVDR	Recordable	0	190	0	+190	190
29	ENVELOPE LONG	Brown Long	0	9852	40	+9812	9812
28	ENVELOPE SHORT	Short Brown	0	12431	0	+12431	12431
82	EPSON BLACK INK	Epson T6641	0	133	1	+132	132
83	EPSON INK CYAN	Epson T6642	0	386	0	+386	386
84	EPSON INK MAGENTA	Epson T6643	0	314	0	+314	314
85	EPSON INK YELLOW	Epson T6644	0	234	0	+234	234
32	FASTENER PLASTIC	Plastic Fastener	0	796	19	+777	777
33	FAX PAPER	Fax Paper	0	50	0	+50	50

34	FOLDER GREEN	Expanded Folder	0	1839	140	+1699	1699
35	FOLDER LONG	White Folder	0	3075	100	+2975	2975
36	FOLDER SHORT	Folder White	0	3875	0	+3875	3875
98	HP INK 60 BLACK	Ink cartridge 60	0	106	0	+106	106
99	HP INK 60 TRI COLORED	Ink cartridge 60	0	206	0	+206	206
96	HP INK 703 BLACK	Ink cartridge 703	0	56	0	+56	56
97	HP INK 703 TRI- COLOR	Ink cartridge 703 colored	0	74	0	+74	74
94	HP INK 704 BLACK	Ink cartridge 704	0	106	2	+104	104
95	HP INK 704 COLORED	Ink cartridge 704	0	48	2	+46	46
86	HP INK 920XL BLACK	Ink cartridge 920xl	0	375	0	+375	375
89	HP INK 920XL CYAN	Ink Cartridge 920xl	0	421	0	+421	421
88	HP INK 920XL MAGENTA	Ink Cartridge 920xl	0	523	0	+523	523
87	HP INK 920XL YELLOW	Ink Cartridge 920XL	0	373	0	+373	373
90	HP INK 932XL BLACK	Ink cartridge 932XL	0	279	0	+279	279

93	HP INK 933XL CYAN	Ink cartridge 933XL	0	88	0	+88	88
92	HP INK 933XL MAGENTA	Ink cartridge 933XL	0	84	0	+84	84
91	HP INK 933XL YELLOW	Ink cartridge 933XL	0	75	0	+75	75
69	HP TONER 05A	Toner Cartridge CE505A	0	85	33	+52	52
74	HP TONER 125 BLACK	Toner cartridge CB540A	0	9	0	+9	9
75	HP TONER 125 CYAN	Toner cartridge CB541A	0	11	1	+10	10
76	HP TONER 125 MAGENTA	Toner cartridge CB543A	0	7	0	+7	7
77	HP TONER 125 YELLOW	Toner cartridge CB542A	0	6	0	+6	6
73	HP TONER 12A	Toner Cartridge Q2612A	0	12	0	+12	12
78	HP TONER 305 BLACK	Toner cartridge CE410B	0	12	0	+12	12
81	HP TONER 305 CYAN	Toner cartridge CE411C	0	16	0	+16	16
80	HP TONER 305 MAGENTA	Toner cartridge CE413M	0	18	0	+18	18
79	HP TONER 305 YELLOW	Toner cartridge CE412Y	0	15	0	+15	15

70	HP TONER 35A	Toner Cartridge CB435A	0	30	24	+6	6
71	HP TONER 36A	Toner Cartridge CB436A	0	112	0	+112	112
72	HP TONER 53A	Toner Cartridge Q2653A	0	55	0	+55	55
68	HP TONER 85A	CE285A Toner Cartridge	0	128	38	+90	90
105	HP TONER CARTRIDGE 78A	HP toner cartridge CE278A	0	100	0	+100	100
38	LETTER ENVELOPE	Megaworld Letter Envelope	0	36500	0	+36500	36500
37	LETTER HEAD	Megaworld Letter Head	0	56000	1006	+54994	54994
67	MAGAZINE FILE	Magazine File	0	42	6	+36	36
41	NEWSPRINT LONG	Groundwood Long	0	269	30	+239	239
40	NEWSPRINT SHORT	Groundwood Short	0	236	30	+206	206
44	PAPER CLIP BIG	Paper Clip Big	0	100	20	+80	80
43	PAPER CLIP SMALL	Paper Clip Small	0	118	18	+100	100
45	PENCIL MONGOL	Pencil Mongol	0	128	22	+106	106
46	PENTEL PEN BLACK	Pentel Marker	0	53	35	+18	18
48	PENTEL PEN BLUE	Pentel Marker	0	24	0	+24	24
47	PENTEL PEN RED	Pentel Marker Red	0	478	320	+158	158

49	PENTEL PEN WB BLACK	Whiteboard Marker	0	122	2	+120	120
50	PENTEL PEN WB BLUE	Whiteboard Marker	0	73	2	+71	71
51	PENTEL PEN WB RED	Whiteboard Marker	0	260	0	+260	260
4	PILOT BX-V5 SIGNPEN BLACK	V5 HI-TECHPOINT 0.5	0	5152	46	+5106	5106
5	PILOT BX-V5 SIGNPEN BLUE	V5 HI-TECHPOINT 0.5	0	3959	62	+3897	3897
6	PILOT BX-V5 SIGNPEN GREEN	V5 HI-TECHPOINT 0.5	0	480	18	+462	462
7	PILOT BX-V5 SIGNPEN PURPLE	V5 HI-TECHPOINT 0.5	0	304	9	+295	295
8	PILOT BX-V5 SIGNPEN RED	V5 HI-TECHPOINT 0.5	0	1705	35	+1670	1670
52	PUNCHER	Puncher	0	68	4	+64	64
54	RUBBER BAND BIG	Rubber Band Big	0	116	9	+107	107
53	RUBBER BAND SMALL	Rubber Band Small	0	176	20	+156	156
55	RULER	Ruler	0	15	4	+11	11
56	SCISSOR	Scissor	0	90	3	+87	87

102	STABILO BLUE	Stabilo Highlighter Blue	0	20	0	+20	20
104	STABILO GREEN	Stabilo Highlighter Green	0	20	0	+20	20
57	STABILO ORANGE	Stabilo Orange	0	40	11	+29	29
58	STABILO PINK	Stabilo Pink	0	34	9	+25	25
103	STABILO YELLOW	Stabilo Highlighter Yellow	0	20	0	+20	20
59	STAMP PAD INK BLUE	Stamp Pad Ink	0	127	7	+120	120
100	STAPLE WIRE BIG	Steves Staple Wire	0	181	79	+102	102
60	TAPE DISPENSER BIG	Tape Dispenser	0	88	3	+85	85
64	TAPE DOUBLE ADHESIVE WITH FOAM	Tape Adhesive w/ Foam	0	223	5	+218	218
63	TAPE DOUBLE ADHESIVE WITHOUT FOAM	Tape Adhesive w/o Foam	0	231	0	+231	231
61	TAPE PACKING 2'	Clear Tape	0	322	12	+310	310
62	TAPE SCOTCH 1'	Scotch Tape	0	223	45	+178	178
65	TRANSMITTAL SHEET	Transmittal Form	0	427	1	+426	426
66	TRASH CAN	Trash Can	0	48	1	+47	47