

In and Out Report for a month of Jan 11, 2018 to Jan 12, 2018

ID	Item Name	Description	Beginning Balance	In	Out	Difference	Quantity
14	ALCOHOL	Rubbing Alcohol	3396	0	6	-6	3390
9	BALLPEN BLACK	Panda Ballpen	1512	0	1	-1	1511
2	BOND PAPER LONG	8.5 X 13	3427	0	15	-15	3408
3	BOND PAPER SHORT	8.5 X 11	5421	0	21	-21	5397
21	CORRECTION TAPE	Correction Tape	2100	0	1	-1	2096
22	CORRECTION TAPE REFILL	Refill of Plus	9004	0	10	-10	8939
23	DOUBLE CLIP 1	Binder Clip Size: 1"	1039	0	3	-3	1033
24	DOUBLE CLIP 2	Binder Clip Size: 2"	1369	0	2	-2	1364
25	DOUBLE CLIP 3/4	Binder Clip Size: 3/4"	1442	0	3	-3	1433
30	ENVELOPE EXPANDED	Expanded Envelope	1973	0	30	-30	1943
29	ENVELOPE LONG	Brown Long	10273	0	50	-50	10223
82	EPSON BLACK INK T6641	Epson T6641	480	0	4	-4	474

34	FOLDER GREEN	Expanded Folder	10081	0	20	-20	10061
35	FOLDER LONG	White Folder	20169	0	80	-80	20089
36	FOLDER SHORT	Folder White	11254	0	100	-100	11154
112	GLUE	Elmer's Glue 130g	463	0	1	-1	462
114	HP 678 BLACK INK CARTRIDGE	ink cartridge 678 (black)	43	0	1	-1	42
115	HP 678 TRI COLOR INK CARTRIDGE	ink cartridge 678 (tri color)	52	0	1	-1	51
86	HP INK 920XL BLACK	Ink cartridge 920xl	369	0	1	-1	368
89	HP INK 920XL CYAN	Ink Cartridge 920xl	416	0	1	-1	415
88	HP INK 920XL MAGENTA	Ink Cartridge 920xl	518	0	1	-1	517
87	HP INK 920XL YELLOW	Ink Cartridge 920XL	368	0	1	-1	367
69	HP TONER 05A	Toner Cartridge CE505A	367	0	3	-3	364
68	HP TONER 85A	CE285A Toner Cartridge	931	150	0	+150	1081
37	LETTER HEAD	Megaworld Letter Head	253765	0	392	-392	253373
46	PENTEL PEN BLACK	Pentel Marker	860	0	2	-2	858

48	PENTEL PEN BLUE	Pentel Marker	1052	0	2	-2	1050
47	PENTEL PEN RED	Pentel Marker Red	478	0	2	-2	476
4	PILOT BX-V5 SIGNPEN BLACK	V5 HI-TECHPOINT 0.5	6717	0	3	-3	6714
5	PILOT BX-V5 SIGNPEN BLUE	V5 HI-TECHPOINT 0.5	4053	0	3	-3	4050
6	PILOT BX-V5 SIGNPEN GREEN	V5 HI-TECHPOINT 0.5	1594	0	2	-2	1592
8	PILOT BX-V5 SIGNPEN RED	V5 HI-TECHPOINT 0.5	3140	0	3	-3	3137
52	PUNCHER	Puncher	200	0	1	-1	199
54	RUBBER BAND BIG	Rubber Band Big	1251	0	10	-10	1241
56	SCISSOR	Scissor	204	0	1	-1	203
57	STABILO ORANGE	Stabilo Orange	597	0	1	-1	595
58	STABILO PINK	Stabilo Pink	838	0	1	-1	855
100	STAPLE WIRE BIG	Steves Staple Wire	3819	0	2	-2	3817
108	STAPLER #35	Stapler with staple wire remover	232	0	1	-1	231
60	TAPE DISPENSER BIG	Tape Dispenser	134	0	1	-1	133
118	TAPE MASKING 1	Tape Masking 1"	1252	0	2	-2	1249

62	TAPE SCOTCH 1'	Scotch Tape	3410	0	3	-3	3403