



FOOD BANK OF THE ALBEMARLE MONTHLY TEFAP INVENTORY REPORT
1st Quarter - January - February - March 2024 (CCCTE)
Distribution for the month of _____

This report is due by the 5th of the month.

Name of Food Pantry										
Quantity of Distribution per Household	1		2		3		4	5	6	7
	NAME OF COMMODITY	COMMODITY CODE	UNIT	# in each case	Units Carried over from last month	# of Cases Received	UNITS RECEIVED	LOSSES & TRANSFERS	TOTAL AVAILABLE	QUANTITY DISTRIBUTED
1	Dry Beans Garbanzo	T111060	24/300 cans	24						
1	Beef Chili w/ Beans	T111180	12/15 oz.	12						
1	Beef Cnd 24	T100127	24/24 oz. can	24						
1	Beef Stew Chunky	T100526	24/24 Oz Can	24						
1	Blueberries Wild	T100242	8/3 lb	8						
1	Catfish Flts Unbrd	T110390	20/2 lb. Pkg.	20						
1	Cheese Blend Amer Skm lvs	T100035	12/2 lb. Loaves	12						
1	Cheese Ched Yel Shred	T110843	6/2 lb.	6						
1	Cheese Ched Yellow Chunks	T110841	12/1 lb	12						
1	Cheese Moz Lm Part Skm Shred	T111271	6/2 lb.	6						
1	Chicken Boned Pouch	T110477	36/10 oz.	36						
1	Chix Whole Fr	T100880	36-43 lb Ctn	36						
1	Fish AK Plck Fillets Frz	T110345	20/2 lb. Pkg.	20						
1	Hazelnuts Pkg	T111172	24/1 lb.	24						
1	Milk 1% Fresh CTN	T111200	128 fl. Oz.	128						
1	Milk 2% Fresh CTR	T111174	64 fl. Oz.	64						
1	Milk 2% Fresh CTR	T111201	128 fl. Oz.	128						
1	Peas Green 300	T100314	24/#300 cans	24						
Any leftover from previous quarter - Please distribute out at normal rate per household to use up.										
Households with 4 or more people double the distribution rate.										

Column 1 - Commodity Name

Column 2 - Unit Size

Column 3 - Individual items on hand, carried over from previous month

Column 4 - Amount received with monthly order (count how many units, the individual items, not the cases)

Column 5 - Amount discarded because of damage, or returned to Food Bank

Column 6 - Must be Physical Count of actual units, not cases = (column 3 + column 4 - column 5)

Column 7 - Physical Count of units distributed that month (this number typically does number of households served)

Column 8 - Inventory at End of Month= (column 6 minus column 7)

<p>Total number of Households that receive TEFAP _____</p> <p>Total number of Individuals that receive TEFAP _____</p>
--

