

Inventory Intake Form

Please complete this form and bring in with your pieces for the gift shop

Name:

email:

	item	quantity	price
1			
2			
3			
4			
5			
6			
7			
8			

If you are submitting multiples such as cards or prints at the same price please list as “assorted cards or prints etc.- number of pieces”

Please price each of your submissions on the back. For small items like cards, jewelry etc. please ensure each piece is properly packaged and has a sticker with price and your last name so your sales can be recorded.