# 1. Stock Card Template

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| Item: | |  | | | | | | |
| Catalogue number: | |  | | | | | | |
| Vendor: | |  | | | | | | |
| Vendors information: | |  | | | | | | |
| Unit quantity: | |  | | | | | | |
| **Lot number:** | **Expiry date:** | **Date ordered:** | **Date of receipt:** | **Amount received:** | **Date of use:** | **Amount of used items:** | **Balance of items still in stock:** | **Signature:** |
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