

Business Jet Inventory & Standard Stock Tracker

| | | |
|----------------|--|--------------|
| Company: | | Team Member: |
| Aircraft Tail: | | |

GENERAL SUPPLY

| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
|----------------------------------|------------|--------|-------|-------|
| CREW OFFICE SUPPLIES | | | | |
| Note Pads | | | | |
| Ink Pens | | | | |
| Highlighter Pens | | | | |
| Sharpie Pens | | | | |
| Scissors | | | | |
| Stapler | | | | |
| Paper Clips/Clasps | | | | |
| Post Its | | | | |
| Scotch Tape | | | | |
| Rubber Bands | | | | |
| Duct Tape | | | | |
| Label Maker | | | | |
| | | | | |
| Shelf Liner/Gripper Pads | | | | |
| Museum Puddy | | | | |
| | | | | |
| CLEANING & SANITIZING | | | | |
| All-purpose Cleaner | | | | |
| Degreaser | | | | |
| Microfiber Cloths | | | | |
| Cleaning Cloths | | | | |
| Sanitizer | | | | |
| Clorox Wipes | | | | |
| Windex Wipes | | | | |
| Shout Wipes | | | | |
| Gloves | | | | |
| Deodorizing Spray | | | | |
| Wrinkle Free Spray | | | | |
| Food Safe Cleaner (Quatz-based) | | | | |
| Food Safety Sanitary Wipes | | | | |
| Leather Wipes | | | | |
| Toilet Cleaner | | | | |
| | | | | |
| Vacuum and Attachments | | | | |
| Extension Cord | | | | |
| | | | | |
| Laundry Bags | | | | |
| | | | | |
| TRASH BAGS | | | | |
| Trash Bags - Heavy Grade Galley | | | | |
| Trash Bags - Small Lavatory | | | | |
| | | | | |
| CLOSET(S) | | | | |
| Umbrellas | | | | |
| Hangars | | | | |

| | | | | |
|---------------------|--|--|--|--|
| Flashlight | | | | |
| Seatbelt Extensions | | | | |
| | | | | |
| | | | | |

MAGAZINES | BOOKS

| | | | | |
|--|--|--|--|--|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

FLATWARE

| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
|------------------------|------------|--------|-------|-------|
| Salad Fork | | | | |
| Dinner Fork | | | | |
| Tea Spoon | | | | |
| Dinner Spoon | | | | |
| Soup Spoon | | | | |
| Dinner Knife | | | | |
| Steak Knife | | | | |
| Bread and Butter Knife | | | | |
| Seafood Fork | | | | |
| Espresso Spoon | | | | |
| Cheese Knives | | | | |
| Chopsticks | | | | |
| Chopstick/Knife Rest | | | | |
| | | | | |
| Sugar Cube Tongs | | | | |
| Condiment Spoon | | | | |
| | | | | |
| | | | | |

CHINA | SIDE PIECES

| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
|------------------------|------------|--------|-------|-------|
| Dinner Plate | | | | |
| Salad Plate | | | | |
| Dessert Plate | | | | |
| Bread and Butter Plate | | | | |
| Soup Bowl | | | | |
| | | | | |
| Coffee Cup | | | | |
| Coffee Cup Saucer | | | | |
| Coffee Mug | | | | |
| | | | | |
| Espresso Cup | | | | |

| | | | | |
|------------------------|--|--|--|--|
| Espresso Cup Saucer | | | | |
| | | | | |
| Ramekins - Small | | | | |
| Ramekins - Medium | | | | |
| Ramekins - Large | | | | |
| | | | | |
| Sauce Boats | | | | |
| Small Bowls/Containers | | | | |
| Soy Sauce Boats | | | | |
| Creamer | | | | |
| Sugar Bowl/Server | | | | |
| | | | | |
| | | | | |
| | | | | |

STEMWARE | GLASSWARE

| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
|-----------|------------|--------|-------|-------|
| Tall | | | | |
| Short | | | | |
| Wine | | | | |
| Champagne | | | | |
| | | | | |
| | | | | |
| | | | | |

SERVICE TOOLS

| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
|-------------------------|------------|--------|-------|-------|
| Serving Tray | | | | |
| Large Display Tray | | | | |
| Lap Trays (Divan) | | | | |
| Bread Basket | | | | |
| Serving Bowls | | | | |
| Platters | | | | |
| Platters (Bamboo) | | | | |
| Salt and Pepper Shakers | | | | |
| Pepper Mill | | | | |
| Napkin Rings | | | | |
| Single Flower Votives | | | | |
| Cheese Tray/Platter | | | | |
| | | | | |
| | | | | |

FOR FLIGHT DECK

| | | | | |
|-----------|--|--|--|--|
| Lap Trays | | | | |
| | | | | |

SERVICE LINENS | HOT TOWELS

| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
|------------------|------------|--------|-------|-------|
| DINING | | | | |
| Dinner Napkins | | | | |
| Placements | | | | |
| Cocktail Napkins | | | | |

| | | | | |
|--------------------------------|------------|--------|-------|-------|
| Table Cloths | | | | |
| | | | | |
| | | | | |
| HOT TOWELS | | | | |
| Hot Towels | | | | |
| Essential Oil | | | | |
| | | | | |
| | | | | |
| SERVICE ITEMS | | | | |
| | | | | |
| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
| BASICS | | | | |
| Slotted Spoon | | | | |
| Serving Spoon | | | | |
| Serving Fork | | | | |
| Ladle - Small | | | | |
| Ladle - Large | | | | |
| Tongs - Small | | | | |
| Tongs - Silver Service | | | | |
| Tongs / Server | | | | |
| Tongs - Large (hinged lock) | | | | |
| Cake Knife | | | | |
| Chef Knife and Case | | | | |
| Pairing Knife and Case | | | | |
| Serrated Knife and Case | | | | |
| Cheese Knives Set | | | | |
| Utility Scissors | | | | |
| Spatula | | | | |
| Whisk | | | | |
| Pie Server | | | | |
| Vegetable Peeler | | | | |
| Can Opener | | | | |
| Lemon-Citrus Zester | | | | |
| Thermos | | | | |
| | | | | |
| | | | | |
| Cutting Boards | | | | |
| Oven Mitts/Gloves | | | | |
| | | | | |
| Thermometer - cold storage | | | | |
| Thermometer - digital handheld | | | | |
| Measuring Cup | | | | |
| Mixing Bowls | | | | |
| | | | | |
| | | | | |
| Ice Scoop | | | | |
| | | | | |
| BAR SERVICE WARE | | | | |
| Corkscrew | | | | |
| Foil Cutter | | | | |
| Bottle Opener | | | | |
| Ice Bucket | | | | |
| | | | | |
| Decanter | | | | |
| Aerator | | | | |

| | | | | |
|---|--|--|--|--|
| | | | | |
| Champagne Bottle Stopper | | | | |
| Wine Bottle Stopper | | | | |
| | | | | |
| Cocktail Shaker | | | | |
| Cocktail Strainer | | | | |
| Cocktail Spoon | | | | |
| Skewers | | | | |
| Shot Glass | | | | |
| | | | | |
| | | | | |
| | | | | |
| ADDITIONAL TOOLS PLATE SCAPING | | | | |
| Offset Spatula | | | | |
| Squeeze Bottles | | | | |
| Brush | | | | |
| Ice Cream Scoop | | | | |
| Melon Baller | | | | |
| Zester | | | | |
| Mandolin Slicer | | | | |
| Microplane | | | | |
| Molding Ring | | | | |
| Culinary Tweezers | | | | |
| Mini Sifter | | | | |
| Piping Bags and Points | | | | |
| Triangle Plate Scraper | | | | |
| Apple Slicer | | | | |
| | | | | |
| | | | | |
| | | | | |
| HOT BEVERAGE SERVICE TOOLS | | | | |
| Loose Tea Infuser | | | | |
| Pour Over Coffee Decanter and Filter | | | | |
| French Press | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| ELECTRIC | | | | |
| Kettle | | | | |
| Toaster | | | | |
| Frother | | | | |
| | | | | |
| | | | | |
| Portable Induction Cooktop | | | | |
| Induction Pots, Pans and Lids | | | | |
| | | | | |
| | | | | |
| DISH WASHING CLEANING | | | | |
| Dish Soap | | | | |
| Sponges | | | | |
| Hand Towel | | | | |
| Drying Pad | | | | |
| Drying Rack | | | | |
| Dish Washing Gloves | | | | |
| | | | | |
| Dirty Dish Bin/Storage Bin | | | | |

| CREDENZA CABINET | | | | |
|--|------------|--------|-------|-------|
| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
| DISPLAY | | | | |
| Newspaper/Magazine Tray | | | | |
| Bowl/Basket | | | | |
| Vase | | | | |
| | | | | |
| | | | | |
| | | | | |
| GAMES | | | | |
| Deck of Cards | | | | |
| Board Games | | | | |
| Kids Games | | | | |
| Kids Books | | | | |
| | | | | |
| | | | | |
| | | | | |
| ENTERTAINMENT ELECTRONICS | | | | |
| Headphones | | | | |
| Batteries | | | | |
| DVD's | | | | |
| Blue Ray's | | | | |
| CD's | | | | |
| iPads | | | | |
| iPad Charging Cords | | | | |
| Charging Kits (Mobile Phones, Tablets) | | | | |
| Passenger Charging Stations | | | | |
| | | | | |
| Flashlight | | | | |
| Extension Cord | | | | |
| Electric Power Converters | | | | |
| | | | | |
| | | | | |
| | | | | |
| OFFICE SUPPLIES | | | | |
| Note Pads | | | | |
| Pens | | | | |
| Paper Clips | | | | |
| Stapler | | | | |
| Rubber Bands | | | | |
| Scissors | | | | |
| Highlighter | | | | |
| Staple Remover | | | | |
| Stationary | | | | |
| Envelopes | | | | |
| Glue | | | | |
| Post Its | | | | |
| Scotch Tape | | | | |
| | | | | |
| | | | | |

| COMFORT | | | | |
|---------------------------------------|------------|--------|-------|-------|
| Throw Blankets | | | | |
| Lumbar Pillows | | | | |
| Accent Pillows | | | | |
| Ear plugs | | | | |
| | | | | |
| | | | | |
| MISCELLANEOUS | | | | |
| OSHA ICK (Infectious Control Kit) Kit | | | | |
| Ashtrays | | | | |
| Tissue Box Covers | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| CABIN CLOSET HANGING | | | | |
| Hangars | | | | |
| Umbrellas | | | | |
| Seatbelt Extensions | | | | |
| | | | | |
| | | | | |
| BEVERAGES | | | | |
| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
| WATER | | | | |
| Bottled Water | | | | |
| Sparkling Water | | | | |
| Coconut Water | | | | |
| | | | | |
| | | | | |
| SODAS MIXERS | | | | |
| Coca Cola | | | | |
| Diet Coke | | | | |
| Caffeine Free Coke | | | | |
| Caffeine Free Diet Coke | | | | |
| Coke Zero | | | | |
| Ginger-Ale | | | | |
| Sprite / 7 Up | | | | |
| Soda Water | | | | |
| Tonic Water | | | | |
| | | | | |
| | | | | |
| | | | | |
| JUICES MIXERS | | | | |

| | | | | |
|-----------------|--|--|--|--|
| Cranberry Juice | | | | |
| Apple Juice | | | | |
| Tomato Juice | | | | |
| Bloody Mary Mix | | | | |
| V-8 | | | | |
| Pineapple Juice | | | | |
| Cranapple Juice | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

DAIRY | NON-DAIRY

| | | | | |
|----------------------|--|--|--|--|
| Shelf Stable Milk | | | | |
| Self Stable Nut Milk | | | | |
| Hot Chocolate | | | | |
| | | | | |
| | | | | |

TEA

| | | | | |
|-----------------------|--|--|--|--|
| Chamomile Tea | | | | |
| Earl Grey Tea | | | | |
| English Breakfast Tea | | | | |
| Green Tea | | | | |
| Mint Tea | | | | |
| Zen Green Tea | | | | |
| | | | | |
| | | | | |

COFFEE

| | | | | |
|-----------------|--|--|--|--|
| Regular Coffee | | | | |
| Decaf Coffee | | | | |
| Espresso | | | | |
| | | | | |
| Nespresso | | | | |
| Nespresso Decaf | | | | |
| | | | | |
| | | | | |

STANDARD STOCK

| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
|-------------------------------|------------|--------|-------|-------|
| PAPER & PLASTIC | | | | |
| Plastic Wrap | | | | |
| Aluminum Foil | | | | |
| Microwave Containers and Lids | | | | |
| Foil Oven Pans & Lids | | | | |
| Small Ziploc bags | | | | |
| Large Ziploc bags | | | | |
| Extra Large Ziploc bags | | | | |
| Steamer bags | | | | |
| | | | | |
| | | | | |
| | | | | |
| Paper Towels | | | | |
| Paper Beverage Napkins | | | | |
| Paper Dinner Napkin | | | | |

| | | | | |
|----------------------|--|--|--|--|
| Salt (refill) | | | | |
| | | | | |
| | | | | |
| Microwave Popcorn | | | | |
| Mixed Nuts | | | | |
| | | | | |
| Tuna Canned or Pouch | | | | |
| Spices | | | | |
| Seasonings | | | | |
| Soup | | | | |
| | | | | |

SNACKS | SNACK BASKET

| | | | | |
|---------------------|--|--|--|--|
| Assorted Crackers | | | | |
| Potato Chips | | | | |
| Power Bars | | | | |
| Mixed Nuts | | | | |
| Granola Bars | | | | |
| Assorted Chocolates | | | | |
| Assorted Candy | | | | |
| Assorted Mints | | | | |
| Assorted Gum | | | | |
| Assorted Cookies | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

LIQUOR

| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
|-------------|------------|--------|-------|-------|
| Wine 1 | | | | |
| Wine 2 | | | | |
| Wine 3 | | | | |
| Champagne 1 | | | | |
| Champagne2 | | | | |
| Port | | | | |
| Sherry | | | | |
| | | | | |
| | | | | |
| Vodka | | | | |
| Scotch | | | | |
| Bourbon | | | | |
| Gin | | | | |
| Rum - White | | | | |
| Rum - Dark | | | | |
| Tequila | | | | |
| Whiskey | | | | |
| | | | | |
| Amaretto | | | | |
| Bailey's | | | | |
| Brandy | | | | |

| | | | | |
|----------------|--|--|--|--|
| Courvoisier VS | | | | |
| Kahlua | | | | |
| Godiva | | | | |
| Hennessey | | | | |
| Grand Marnier | | | | |
| Chambord | | | | |
| Tia Maria | | | | |
| Drambuie | | | | |
| | | | | |
| | | | | |
| | | | | |

LAVATORY

| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
|-------|------------|--------|-------|-------|
|-------|------------|--------|-------|-------|

COUNTER DISPLAY

| | | | | |
|--------------|--|--|--|--|
| Hand Soap | | | | |
| Hand Lotion | | | | |
| Display Tray | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

PAPER PRODUCTS

| | | | | |
|-------------------|--|--|--|--|
| Toilet Paper | | | | |
| Facial Tissue | | | | |
| Paper Hand Towels | | | | |
| | | | | |
| | | | | |

CLOTH TOWELS

| | | | | |
|---------------------|--|--|--|--|
| Display Hand Towels | | | | |
| Wash Cloths | | | | |
| | | | | |
| | | | | |

SKIN CARE | SANITIZERS | STAIN REMOVERS

| | | | | |
|-----------------------|--|--|--|--|
| Hand Lotion | | | | |
| Lip Balm | | | | |
| Sunscreen | | | | |
| Purell® | | | | |
| Hand Sanitizer Spray | | | | |
| Hand Sanitizer | | | | |
| Wet Wipes Towelettes | | | | |
| Shout Wipes | | | | |
| Tide to Go Sticks | | | | |
| Wrinkle Release Spray | | | | |
| Febreeze Spray | | | | |
| | | | | |
| | | | | |

PERSONAL | GROOMING

| | | | | |
|---------------------|--|--|--|--|
| Band Aids | | | | |
| Neosporin | | | | |
| Emergen-C Packets | | | | |
| Benadryl | | | | |
| Benadryl - Children | | | | |
| Dramamine | | | | |
| Vicks | | | | |
| Cough Drops | | | | |
| | | | | |
| | | | | |
| | | | | |

AIR SICK

| | | | | |
|--------------|--|--|--|--|
| Airsick Bags | | | | |
| Red-Z | | | | |
| | | | | |
| | | | | |

FIRST AID

| | | | | |
|-------------------------|--|--|--|--|
| Band-Aids | | | | |
| New Skin Liquid Bandage | | | | |
| Basic First Aid Kit | | | | |
| Amenity Travel Kit | | | | |
| | | | | |
| | | | | |

ACCENT PILLOWS & THROWS

| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
|-------|------------|--------|-------|-------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

BEDS & BEDDING

| ITEMS | QUANTITIES | SOURCE | PRICE | BRAND |
|---------------|------------|--------|-------|-------|
| Bed System | | | | |
| Mattress | | | | |
| Mattress Pad | | | | |
| Flat Sheets | | | | |
| Fitted Sheets | | | | |
| Pillow Cases | | | | |
| Duvet | | | | |
| Comforter | | | | |
| Blanket | | | | |
| Pillows | | | | |

