

PBOCCCWC Closet Inventory Sheet - Closet

	SORTED ALPHABETICAL BY ITEM		UPDATED	8/24/2018	
LOCATION	SPECIFIC ITEM(S)	# OF ITEMS	CATEGORY	OTHER NOTES	
		AVAILABLE			
Cabinet 2	address labels /business cards		Supplies		
Cabinet 1	American Flag	1	Supplies		
Shelving Unit 7	aprons and dishtowels		supplies	used for various events	
Cabinet 1	Archived Histories 1984-2017		archives		
Shelving Unit 2	Archives--Fashion Show		FS supplies		
Shelving Unit 1	assorted serving pieces		Equipment supplies		
Shelving Unit 6	Baby shower decorations		supplies		
Shelving Unit 5	Bake Sale Table Supplies		AC supplies		
Shelving Above	Baskets - assorted		FS equipment	Above Shelving 3, 4, 5	
Cabinet 1	binder pockets	12	Supplies		
Cabinet 2	Binder-Accordian	7	supplies		
Cabinet 1	Binders-assorted empty	17	supplies	three ring	
Cabinet 2	Bingo cage	1	equipment	above cabinet 2	
Cabinet 2	blank award certificates		supplies		
Shelving Unit 1	bubble wrap		supplies		
Shelving Unit 3	Bud Vases: Cream & white	12	FS equipment		
Cabinet 1	Cabinet manuals & keys		equipment supplies		
Shelving Unit 5	Café Supplies AC		AC supplies		
Cabinet 1	calculators/calculator tapes	3	Equipment		
Shelving Unit 7	Carafes	5	equipment		
Cabinet 2	Card Stock Paper		supplies		
Cabinet 1	cash boxes	5	Supplies		

Shelving Unit 3	cash boxes		FS Equipment	
Cabinet 2	church return address envelopes		supplies	
Cabinet 2	church bulk mail envelopes		supplies	
Cabinet 1	computer manuals		equipment supplies	
Shelving Unit 1	Containers--various empty/extra		supplies	14 1/2 inch height of wooden shelves
Cabinet 2	Copy paper		supplies	
Shelving Unit 6	Craft Items/Tools		AC supplies	
Shelving Unit 3	Crinkle filler		FS supplies	
Shelving Unit 6	Decorations--AC		AC supplies	
Shelving Unit 4	Dishware--Welcome Tea		WT equipment	
Shelving Unit 7	EAS items		supplies	
Cabinet 2	EAS note card envelopes		supplies	
Cabinet 2	EAS note cards		supplies	
Shelving Unit 3	Easel & cork boards	1-Mar	Gen. Mtg equipment	between units 2 &3
Cabinet 1	extension cords		Equipment	
Shelving Unit 5	Fall flowers and décor		supplies	used for various events
Shelving Unit 3	Fashion Show Supplies		FS supplies	
Shelving Unit 7	flag pole	1	equipment	standing next to Unit 7
Shelving Unit 7	flag stand	1	equipment	used for various events
Shelving Unit 7	Flag/Banner--WC	1	equipment	standing next to Unit 7
Cabinet 1	flash drives & holders	4	supplies	2 holders
Shelving Unit 3	Glass drink dispenser w stand		FS equipment	
Shelving Unit 3	Glass Jars	19	FS equipment	
Cabinet 2	hole punch	1	Equipment	
Shelving Unit 6	Hope Ball assorted items		HB equipment	
Shelving Unit 3	hurricane bud vases	10	FS supplies	
Shelving Unit 3	hurricane candle globes		FS supplies	

Shelving Unit 6	Irish Soda bread supplies		supplies	
Cabinet 2	jaw clips		supplies	
Cabinet 1	Key Tags & Lanyards		supplies	see contact list
Shelving Unit 6	Kitchen Supplies--AC		AC supplies	
Cabinet 1	Label Maker/Tape/Batteries & Manual	1	Equipment	contact CO'S for access
Shelving Unit 3	Ladder--aluminum 3 step	1	Equipment-various events	between units 2 &3
Cabinet 2	laminating sheets		supplies	
Shelving Unit 5	Large Bin		AC Equipment	
Cabinet 2	letter head paper		supplies	
Shelving Unit 1	Lucite frames		FS supplies	used for various events
Shelving Unit 1	Magazine Bins--empties	7	supplies	
Cabinet 2	manila envelopes		supplies	
Cabinet 2	markers		supplies	
Shelving Unit 7	Mary's Way of the Cross pamphlets		supplies	
Shelving Unit 7	Measuring containers-large plas	4	equipment	used for various events
Cabinet 1	Metal Shelving Manual & parts		equipment supplies	
Shelving Unit 2	Mirrors-30 table top		FS equipment	check # ?
Cabinet 1	money pouches	6	Supplies	
Cabinet 2	name stickers		supplies	
Cabinet 2	name tags		Supplies	
Shelving Unit 1	Odds & Ends--Mystery???		supplies	Not sure of purpose
Cabinet 2	paper clips		Supplies	
Shelving Unit 2	Paper rolls		FS equipment	
Cabinet 2	pencils & erasers		supplies	
Shelving Unit 2	pencils small for FS	box	supplies	
Cabinet 2	pens		supplies	
Cabinet 1	Photos-Misc		archives	

Shelving Unit 7	Plastic forks, spoons, knives, napkins		supplies	used for various events	
Cabinet 2	Pocket folders- in full box		supplies		
Cabinet 2	post cards		supplies		
Cabinet 1	Poster boards		Supplies	above cabinet 1	
Shelving Unit 1	pot of gold	1	Equipment		
Cabinet 1	President's Reports		archives		
Shelving Unit 3	Prize Patrol		FS equipment		
Shelving Unit 7	Projector	1	equipment		
Cabinet 2	Push Pins		supplies		
Shelving Unit 1	raffle tickets		supplies		
Shelving Unit 7	refreshment supplies		supplies	used for various events	
Shelving Unit 1	Ribbons, ties, bags-assorted		supplies		
Shelving Unit 3	Roll of cellaphane	1	supplies	between units 2 &3	
Shelving Unit 2	rose petals		supplies		
Cabinet 2	rubber bands		supplies		
Cabinet 2	scissors	4 pair	Equipment		
Cabinet 2	Scratch pads/paper		Supplies		
Shelving Unit 2	Sea shell deco		FS equipment		
Cabinet 2	Sheet protectors and dividers		supplies		
Shelving Unit 3	Signs with Grant Recipients	2	equipment	between units 2 &3	
Attic	signs/signage/large bulky items			to be inventoried	
Shelving Unit 7	Speaker--general meeting		equipment	used for various events	
Shelving Unit 5	Spring flowers		supplies	used for various events	
Cabinet 2	stapler and staples	2	Equipment	2 staplers & 1 box staples	
Cabinet 2	Sticky note paper		supplies		
Shelving Unit 1	Stool--black top	1	Equipment		
Shelving Unit 2	Stools--Wooden	3	Equipment		

