

# UNITED WAY SCHOOL SUPPLY DRIVE



## Inventory Sheet

Donor / Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Item	Item Count	Count By
Backpacks		Single backpacks
Soft pencil pouches		Single pouches
Hard pencil boxes		Single boxes
Wooden pencils		Single pencils
Mechanical pencils		Single pencils
Crayons (24 count)		Single packs of 24 count crayons
Glue sticks		Single glue sticks
Wide markers (8-10 count)		Single packs of 8-10 count markers
Narrow markers (8-10 count)		Single packs of 8-10 count markers
Black dry erase markers		Single markers
Colored pencils (12 count)		Single packs of 12 count colored pencils
Pointed scissors		Single pairs of scissors
Pencil cap erasers		Single erasers
Erasers		Single erasers
Blue pens		Single pens
Black pens		Single pens
Red pens		Single pens
Highlighters		Single highlighters
2-Pocket folders		Single folders
Index cards (100 count)		Single packs of 100 count cards
Rulers		Single rulers
1" 3-Ring binders		Single binders
2" 3-Ring binders		Single binders
Spiral notebooks (wide ruled)		Single notebooks
Spiral notebooks (college ruled)		Single notebooks
Composition notebooks (college ruled)		Single notebooks
Composition notebooks (wide ruled)		Single notebooks
Loose leaf paper (College Ruled)		Single packs of 100 ct paper