

Bookstore Ministry Inventory Agreement

Mountaintop Faith Ministries

Date

Group/Auxiliary

Name of Event/Item:

First day of sales

Last day of sales

Cost per ticket/item \$

Total # of tickets/items received

Re-order point

Brief Description of the item

Requestor

Requestor Phone

Requestor Email

Requestor Signature

Approved by AD _____

Date

Approved by MD _____

Date

For Office Use Only

Department Name

Vendor Name

Attributes

Date Received in Bookstore

Received By

Approved by CFO _____ Date _____

Disapproved by CFO _____ Date _____