INTERNAL INVENTORY TRANSFER CREDIT

Credit Memo #: ________________
Date: ________________

FROM (ORIGINATING DEPT/LOC)

Name: ________________________
ID/Code: ______________________
Contact: ______________________

TO (RECEIVING DEPT/LOC)

Name: ________________________
ID/Code: ______________________
Contact: ______________________

Item SKU / ID	Description	Quantity	Unit Cost	Total Credit

Subtotal: $ ___________
Handling/Adj: $ ___________

Total Credit: $ ___________

Reason for Transfer: ____

Authorized Signature (Origin)

Authorized Signature (Receiving)