

Stocktaking Info Sheet

This extremely easy to use Excel based licensed trade stocktaking software will allow anybody to perform their own stock take, whenever they like.

With stock takers charging anything from £70 to over a £100 to perform one count, this software is designed to save you a fortune, which will help go towards those shrinkages costs.

The stock taker will always say that their fees are fair because of the skill and experience that is needed to count the stock found in part used Keg's, spirit and wine bottles etc. and yes that may be true, but what they wont tell you is that you can do that yourself and possibly more accurately as well,

How?

By weight, yes a simple digital set if kitchen scales and bathroom scales and you have the answer. If you think it's too fiddly for you to remove an optic and weigh the bottle , think again, for a good bar keeper will clean his optics at least once a month, and a very good bar keeper will perform the task every week!

Unlike other stocktaking programs this software has a whole sheet dedicated to allowing you to count your stock by weight and it records the weights and counts for you.

In the next few pages I will show not just how easy my stocktaking program is to use but also how powerful a tool it is.

Now remember this software is downloadable straight after purchase and will be ready to use within minutes of you clicking the Buy Now button. I have chosen excel for three main reasons, it's simple to use for both the writer and the user, it is powerful (my first ever stocktaker used to use excel all those years back) and the best thing of all it can be adapted to your way of doing things. There is nothing worse than being told you will have to change your way to meet some other person way of doing things, alas most programs specifically written for licensed trade stocktaking will ride coach and horses through your routines and why because they can't be adapted.

I fully expect to have to alter my software for a few of my customers and that's why | offer full email support and will carry out alterations for you and its all in the price. With excel you can email the files and I can do the work and email it back to you with hours or minutes, Job done!

Now lets look at what your getting for your money.

My software (excel workbooks) are sent, Win zipped, in a folder with 13 working files in it each of the files is set up by the use of the master file, this will save you hours of time full instructions all sent including how to count you stock by weight, details of which can found below as well.

First of all I will show you what you will get, by the way of reports from my system.

For fully itemised till users you will receive a very powerful report indeed in this example I will show you the reports for four draft products.

| DRAFT SA | From Till | From Cour | | | | | | | | | | | |
|-----------------|----------------------|---------------------|-------------------------|-------------------------|---------------------|----------------------|----------------|------------------------|--------------------------|----------------------------|-------------------|------------------------|-------------------------------|
| Product | Recorded Sale | Actual sales | Difference Value | difference units | target G.P % | Actual G.P. % | Waste % | % LINE CLEANING | Own consumption % | stock holdi in days | STOCK USED | expected profit | recommended stock hold |
| Carling | £1,013.45 | £1,013.45 | £0.00 | 0 | 60.9 | 60.9 | 0.22 | 1.31 | 13.76 | 6.9 | 458.0 | £ 616.70 | 2 |
| Fosters | £ 944.04 | £944.04 | £0.00 | 0 | 62.7 | 62.7 | 0.00 | 1.15 | 0.00 | 13.9 | 435.0 | £ 591.84 | 2 |
| Best bitter | £ 578.04 | £582.13 | -£4.09 | -2 | 66.3 | 66.1 | 0.35 | 0.71 | 0.00 | 11.6 | 285.0 | £ 381.91 | 1 |
| Cider | £1,108.51 | £1,110.64 | -£2.13 | -1 | 61.4 | 61.3 | 0.00 | 1.15 | 0.00 | 7.3 | 522.0 | £ 679.94 | 2 |

You recorded sales and actual sales are shown (the actual sales are the figures you should have achieved based on you counts)

The stock differences are show in both units and value ex-VAT

Your target G.P.% from your selling price and you actual G.P.% are shown

Your waste, line cleaning waste and own consumption are all displayed as a % of used stock

Your stockholding is shown in days

The stock you have used and the expected profit are also shown

Your recommended stock holding for each product is also shown

For those of you with a less powerful till report there are these more simple reports pages

| Sales totals from Stock report | Sales from your till report Incl. VAT | difference in Value | Cost of stock used |
|--------------------------------|---------------------------------------|---------------------|--------------------|
| £3,650.26 | £ 4,281.75 | -£ 6.22 | £1,373.65 |

With a simple till that just reports one simple lump sum for sales you still achieve these reports though you are told your stock is down you wont know exactly which stock lines are subject to the shrinkage.

You are shown your overall average G.P.%

| Your waste value was for this period | Your line cleans cost | your own consumption was worth | your average G.P. % |
|--------------------------------------|-----------------------|--------------------------------|---------------------|
| £ 4.26 | £ 40.98 | £ 278.81 | 62.30 |

Your waste and own consumption is shown by value

PLEASE KEEP SCROLLING THERE'S LOADS MORE THIS SOFTWARE CAN DO FOR YOU

JUST TAKE A LOOK!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!

Some department reports are set up should till support departments reports this is handy for you. PLEASE NOTE THIS IS THE AREA I CHANGE THE MOST FOR MY CUSTOMERS, MATCHING YOUR DEPARTMENT REPORTS TO SOFTWARE IS NOT SOMETHING I EXPECT YOU TO HAVE TO DO. SO IF NEED BE I CHANGE THE REPORTS TO MATCH YOUR TILL

| | | | | | |
|------------------|-----------|---------|---------|----------|--------------|
| DEPT1 | DRAFT | BOTTLES | SPIRITS | BIB WINE | BOTTLED WINE |
| ALCOHOLIC DRINKS | £3,650.26 | £0.00 | £0.00 | £0.00 | £0.00 |

| | | | | |
|-------------|---------|---------|----------|---------------------|
| DEPT2 | BOTTLED | POSTMIX | CORDIALS | MIXERS FROM BOTTLES |
| SOFT DRINKS | £0.00 | £0.00 | £0.00 | £0.00 |

| | |
|------------|--------|
| DEPT3 | SNACKS |
| BAR SNACKS | £0.00 |

Now you can see from this five department report only the draft is showing anything, and that's because I'm only showing the draft as an example, there would be far to many pages to this PDF if I showed you every product, and you would soon loose interest!

| | |
|----------------|---------|
| DEPT4 | TOBACCO |
| TOBACCO PRODUC | £0.00 |

This is the first part of the report below is the second part

| | |
|-----------------|-------|
| DEPT5 | DARTS |
| DARTS EQUIPMENT | £0.00 |

Please scroll down!

| | |
|-------------------------|---|
| FROM STOCK COUNT | TOTALS FROM YOUR TILL REPORT ALCOHOL |
| £ 3,650.26 | 4281.75 |

Sales from you stock count are shown net of VAT

You enter you sales from the till including VAT and the sheet reports stock differences value shortages with out VAT

| |
|--------------------|
| SOFT DRINKS |
| |

| |
|-------------------|
| SNACKS ETC |
| |

| |
|-------------------------|
| Tobacco products |
| |

| |
|-----------------------------|
| Darts equipment etc. |
| |

| | |
|---------------------|---------------------|
| £ 3,650.26 | £ 4,281.75 |
| EXCLUDES VAT | INCLUDES VAT |

| | | | | |
|----------------------|----------------------|----------------------|----------------------|---------------------------|
| Ex-VAT | Ex-VAT | Difference | Cost of stock | Your average G.P.% |
| £ 3,650.26 | £ 3,644.04 | -6.22 | £1,373.65 | 62.30 |
| EXCLUDING VAT | EXCLUDING VAT | EXCLUDING VAT | | |

The cost to you of the stock "used" is shown

You over all GROSS PROFIT% is also shown

Now how do we obtain all these figures and a lot more information as well

The master sheet.

| Product | DRAFT SALES PINTS IN LINE | cont. size | unit / meas | cost per container | measure per contain | cost per measure | selling price including v | selling ex vat | Target G.P. | vat rate % | pints in line |
|-------------|---------------------------|------------|-------------|--------------------|---------------------|------------------|---------------------------|----------------|-------------|------------|---------------|
| Carling | 1.5 | 11 | 8 | £ 76.23 | 88 | £0.87 | £ 2.60 | £ 2.21 | 60.9 | 17.5 | 1.5 |
| Fosters | 1.25 | 11 | 8 | £ 71.25 | 88 | £0.81 | £ 2.55 | £ 2.17 | 62.7 | 17.5 | 1.25 |
| Best bitter | 1 | 9 | 8 | £ 49.55 | 72 | £0.69 | £ 2.40 | £ 2.04 | 66.3 | 17.5 | 1 |
| Cider | 1.5 | 11 | 8 | £ 72.25 | 88 | £0.82 | £ 2.50 | £ 2.13 | 61.4 | 17.5 | 1.5 |
| | | | 8 | | 0 | N/A | £ - | N/A | | 17.5 | 0 |

Please record the pint in line for each draft product here again you only have to do this once

Please enter to cost you per container without VAT here

Should the VAT rate ever change then you just have to change this one cell and the workbook updates

Product

When you type in the name of the product the whole of the workbooks update with that products name, so you only have to do this once per product

Container size
This is filled in by using a drop down menu just click on the cell and chose the size you buy the product in

All of these cells are either preset or perform a function automatically for you, you are required to do nothing but make use of the helpful information they will show you.

Please enter the selling price including VAT here

You will note that the products follow the same colour back ground to help you eyes trace it along the page.

You will also notice that your target G.P.% is also generated and displayed for you.

There are plenty of rows for each product, now see what else you need to do!

Opening Stock

Once you have set up the workbook the next step is to do that all important opening stock count.

The software comes with a counting by weight worksheet to help you count those part used kegs bottles etc.

| Product | Weight of full keg | | Weight of one pint | weight of keg | | difference in weight | | pints in full keg | pints left | | in keg |
|---------|--------------------|-------|--------------------|---------------|-------|----------------------|-------|-------------------|------------|-------|--------|
| | Ally | Steel | | ally | steel | ally | steel | | Ally | Steel | |
| Carling | 65000 | | 561 | 47000 | | 18000 | 0 | 88 | 55.91444 | 88 | |

Take Carling it can come in either a steel or aluminium keg and the weight of a full one of each should be recorded, (don't worry if you haven't got both in your cellar at the moment you have four weeks in which to have one delivered, for that's when you will do your closing stock)

You will note that the weights are in grams, which is 1 kilo gram times 1000, and that's all. You will next need to weigh just one pint of the product, use the digital kitchen scales and put any empty glass on it and press zero or tare, and swap the empty glass for a full one of that product again you will only have to do this once.

Next weigh the keg that is connected to your lines, remove the coupling first and record the weight here, you will then be shown how many pints are left in that keg, don't worry about the pints in the line the sheet automatically updates your count with the info you entered in to the master sheet.

The product name and the pints in a full keg are also updated from the master sheet.

Next record in the opening stock count the number of full kegs you have and in the units the number of pints you have left as shown here.

You will also have a sheet for every product that needs to be weighed to be counted

PLEASE IGNORE THE WEIGHTS I'VE USED IN THE DEMO I'VE JUST MADE THEM UP JUST TO SHOW YOU HOW IT WORKS

SPIRITs Etc

| | Weight of | weight of | measures | weight of | difference | measures |
|---------|-------------|-----------|------------|-------------|------------|----------------|
| Product | full bottle | 1 measure | per bottle | part bottle | in weight | left in bottle |
| Bells | 500 | 25 | 28 | 400 | 100 | 24 |

Again these to bits of information update from the master sheet

You are supplied with tables for wine bought in bottles or boxes and postmix boxes as well

Back to the draft example

| product | containers | units | Total units |
|-------------|------------|-------|-------------|
| Carling | 1 | 24 | 113.5 |
| Fosters | 2 | 38 | 215.25 |
| Best bitter | 1 | 45 | 118 |
| Cider | 1 | 47 | 136.5 |

Above is an example of you opening stock count, notice that your pints in line have been automatically added to the counts you have done

NOW ONCE YOU HAVE PERFORMED YOUR FIRST EVER OPENING STOCK COUNT THAT WILL BE IT BECAUSE FROM THERE ON IN YOUR CLOSING STOCK WILL BE COPIED TO THE NEXT WORKBOOK IN THE FOLDER AND RECORDED AS YOUR OPENING STOCK FOR YOU!!!

PLEASE SCROLL ON TO FIND OUT MORE GREAT FEATURES OF THIS SOFTWARE.

ORDERING

Yes it has to be done week in week out, but with this software when you do your ordering you also update you purchases record for the stock take'

Not only that but you get all these great features as well

This sheet will load into purchases sheet automatically

DRAFT SALES

| | WK1 | Suggested | normal | | Sug. | Actual | | | | |
|-------------|----------|-----------|---------|-------|------|--------|-------------|-----------|-------------|-----------|
| product | supplier | Holding | holding | stock | ord | order | total units | order val | sales value | ex profit |
| Carling | | 2 | 3 | 1 | 2 | 2 | 176 | £152.46 | 389.4468 | £236.99 |
| Fosters | | 2 | 3 | 2 | 1 | 1 | 88 | £71.25 | 190.9787 | £119.73 |
| Best bitter | | 1 | 2 | 1 | 1 | 1 | 72 | £49.55 | 147.0638 | £97.51 |
| Cider | | 2 | 3 | 2 | 1 | 1 | 88 | £72.25 | 187.234 | £114.98 |

Record you normal stock holding and then enter you stock count and you are shown a suggested order, then in the red outlined cells enter you actual order and you will be shown how many units you are ordering (in this example its pints) the cost of the order to you, less VAT and then the sales value is shown and your expected total profit for the order.

Then when you've performed your stock take the software shows you a recommended stockholding for you, which should help with both over stocking and under ordering problems

EACH ORDERING SHEET HAS ENOUGH ORDER SHEETS TO PERFORM FIVE ORDERS IN A FOUR WEEK PERIOD

The orders you have made then show in the purchase record sheet for you to easily track your order history

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Purchase record

| Product | wk1 | Wk2 | wk3 | Wk4 | other | total conta | units |
|-------------|-----|-----|-----|-----|-------|-------------|-------|
| Carling | 2 | 1 | 2 | 1 | 0 | 6 | 528 |
| Fosters | 1 | 2 | 1 | 1 | 0 | 5 | 440 |
| Best bitter | 1 | 1 | 1 | 1 | 0 | 4 | 288 |
| Cider | 1 | 2 | 1 | 2 | 0 | 6 | 528 |

This sheet needs no input from you, it does show you the total number of selling units you have purchased of each product

Line cleaning

One of things I noticed with my stocktaker was that he would apply a line cleaning value to the final figures and that would be that.

Now after you have entered the pints you have in the line in the master sheet you will need to record how many times you have cleaned that line during the stock take period.

WHY?

Well, I always cleaned my cask lines as the cask went, thus I never wasted any beer to line cleaning and in addition I found Carling to fob a lot in the summer, so I used to clean it's line twice a week during really hot periods.

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Heres what the line cleaning section looks like

| Product | Pints in line | number of cleans | waste totals | WASTE VALUE |
|-------------|---------------|------------------|--------------|-------------|
| Carling | 1.5 | 4 | 6 | £ 13.28 |
| Fosters | 1.25 | 4 | 5 | £ 10.85 |
| Best bitter | 1 | 2 | 2 | £ 4.09 |
| Cider | 1.5 | 4 | 6 | £ 12.77 |

Note the cask has only be cleaned twice that cost you sellable beer, it will have been cleaned four times in reality, but the other two times were at change of barrel times.

Now there's the other waste, slops trays, mispoured drinks, customers who've just cleaned their teeth sending back a pint as "bad", coke instead of lemonade as a mixer that sort of thing should be recorded in the waste section, it should be no trouble for you to get your staff to record such things in a book

| Product | WK1 | WK2 | WK3 | WK4 | Other | Total |
|-------------|-----|-----|-----|-----|-------|-------|
| Carling | 1 | | | | | 1 |
| Fosters | 0 | | | | | 0 |
| Best bitter | 1 | | | | | 1 |
| Cider | 0 | | | | | 0 |

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OWN CONSUMPTION

The down fall of many a stock take, most stock takers take your word for what you have consumed yourself without paying for it, and most landlords and landladies will under estimate their own consumption to start with and then as the stock takes come in they will tend to increase their allowance to cover bad reports. With my software you are encouraged to record the actual drinks you have taken that way you have a greater picture of what's going on with your stock. Believe it our not your staff will know your favourite drink and may join you with it for free without you knowing!

| Product | WK1 | WK2 | WK3 | WK4 | Other | Total | |
|-------------|-----|-----|-----|-----|-------|-------|---------|
| Carling | 12 | 12 | 15 | 24 | | 63 | £139.40 |
| Fosters | | | | | | 0 | £0.00 |
| Best bitter | | | | | | 0 | £0.00 |
| Cider | | | | | | 0 | £0.00 |

Look at the example above, 12 pints a week is less than two a day but 24 pints a week might be nearer the mark now over four weeks you will see just how much stock you have drunk in this case its 63 pints which is getting on for nearly a 8 gallons times that by 13 and you've drunk nearly 104 gallons or 2.88 brewers barrels, which may well be affecting your rent!

Closing stock

The pints in the line are added in the workings of the software and are not displayed in the closing stock figures to help avoid confusion should you need to do a recount, they are shown in the opening stock, so when the units from the count are automatically transferred as you opening stock they are displayed in those count figures.

| product | containers | units | Total units |
|-------------|------------|-------|-------------|
| Carling | 1 | 24 | 112 |
| Fosters | 2 | 38 | 214 |
| Best bitter | 1 | 45 | 117 |
| Cider | 1 | 47 | 135 |

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Now when your stock take is complete there is a sheet that will give you warning about stagnant stock (stock who's counts has not altered since the last stock take) or blind ordering, (ordering because you believe you sell that amount every week but in fact you haven't sold any during the month because you regular drinkers been away or moved)

And there also a warning about a possible miscount, i.e. the closing stock is higher that the opening stock and no purchases of stock have made for that item.

PLEASE REMEMBER THAT FULL EMAIL SUPPORT IS OFFERED AND ANY ADJUSTMENTS YOU MAY REQUIRE CAN, I'M QUITE SURE, BE MADE

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