

Loss Register for Perishable Goods

Company Name: _____

Warehouse/Location: _____

Reporting Period: _____

Prepared By: _____

Date: _____

S/N	Date of Loss	Item Description	Batch/Lot No.	Expiry Date	Quantity Lost	Unit	Reason for Loss	Reported By	Approved By	Remarks

Total Quantity Lost This Period: _____

Important Notes:

- This document should be filled in real-time or immediately after a loss event is discovered.
- Record accurate batch/lot numbers and expiry dates to trace affected inventory.
- Specify the exact reason for loss (e.g., spoilage, expired, damaged during transit).
- Ensure all entries are reviewed and authorized by a responsible supervisor.
- Maintain this register as part of regulatory and audit requirements for perishable goods.