

Bar/Liquor Inventory Sheet — Instructions

RPS Stop The Bleed
Restaurant Profit Systems

Updated November 2025

Column 1: Item/Brand

Write the name of the liquor, beer, or wine.

Be specific. Include the brand name.

Example: • Tito's Vodka

- Bud Light
- Woodford Reserve Bourbon

Column 2: Bottle Size

Write the size of the bottle.

Common sizes: 750ml (standard), 1L (liter), 1.75L (handle).

Example:

- 750ml
- 1L
- 1.75L

Column 3: Full Bottles

Count How many full unopened bottles you have

Write the number.

Column 4: Partial Bottles

Estimate how full each opened bottle is using decimals.

Decimal Guide: Use tenths (0.1, 0.2, 0.3, etc.). Add up all partial bottles for this item.

Column 5: Total Bottles

Add Full Bottles + Partial Bottles.

This gives you the total number of bottles for this item.

Example:

- Full Bottles = 3
- Partial Bottles = 0.8
- Add them: $3 + 0.8 = 3.8$
- Write: 3.8

Column 6: Cost per Bottle

Write what you paid for ONE bottle of this item.

Look at your invoice or receipt. Use dollars and cents.

Example:

- You paid \$18.50 for one 750ml bottle of Tito's
- Write: \$18.50

Column 7: Extended Value

Multiply Total Bottles × Cost per Bottle.

This tells you the dollar value of this item.

- Column 7: Multiply Total × Cost → $3.8 \times \$18.50 = \70.30 → Write '\$70.30'

Windsor 750ml 1 full 2 partials $(.5)+(.3) = .8$ partials \$17/bottle $+ .8(\$17) = \13.60 in partials = \$30.6 extended value

