### Waste and Void Log — Compact Instructions

Updated November 2025

### How to use this log

Track losses in real time. Less columns means faster logging and better compliance.

- **Record immediately.** Do not wait until end of shift.
- Item and quantity. Use item name as on invoice or recipe; record exact quantity.
- **Estimate cost or sales price.** Use latest invoice cost or current menu price.
- **Manager initials.** MOD or manager signs each line or approves at close.

**One-line example:** 2025-11-05 - 19:42 - 12 oz ribeye - 1 each - Est. Cost 14.80 - Mgr CJ

# FOH — Waste and Void Log (Compact)

Updated November 2025

### **FOH** — One-line entries for one week

Date	Time	Item	Qty	Est. Cost or Sales Price	Mgr Init.

## **BOH Line** — Waste and Void Log (Compact)

Updated November 2025

### **BOH Line** — One-line entries for one week

Date	Time	Item	Qty	Est. Cost or Sales Price	Mgr Init.



## **BOH Kitchen** — Waste and Void Log (Compact)

Updated November 2025

### **BOH Kitchen** — One-line entries for one week

Date	Time	Item	Qty	Est. Cost or Sales Price	Mgr Init.

# **Bar** — **Waste and Void Log (Compact)**

Updated November 2025

### **Bar** — One-line entries for one week

Date	Time	Item	Qty	Est. Cost or Sales Price	Mgr Init.

## **Dish** — Waste and Void Log (Compact)

Updated November 2025

### Dish — One-line entries for one week

Date	Time	Item	Qty	Est. Cost or Sales Price	Mgr Init.

## **Restrooms** — **Waste and Void Log (Compact)**

Updated November 2025

### Restrooms — One-line entries for one week

Date	Time	Item	Qty	Est. Cost or Sales Price	Mgr Init.

### Entry/Patio — One-line entries for one week

Date	Time	Item	Qty	Est. Cost or Sales Price	Mgr Init.