Artist # Date: Page of

PITTSBURGH CENTER FOR THE ARTS

The Shop at the Pittsburgh Center for the Arts

Artist Inventory Sheet

Name _____ Phone_____

Address _____

City, State, ZIP _____

Email _____

Please assign a unique item number for each piece. Price tags must include artist #, Item # and retail price. Please keep a copy of this form for your records.

Item #	Description	Retail	Quantity Delivered	Checked In By	Quantity Sold	Quantity Returned	Comments

Artist #　　　　　　　　　　Date:　　　　　　　　　　Page　　of

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