

ANNUAL INVENTORY REPORT OF STATE PROPERTY MATERIALS AND SUPPLIES

The following amounts should be recorded FY26 for the period of 7-1-2025 to 6-30-2026

Program Name	Description	Dollar Value	Physical Inventory	Inventory Records
Dietary Services	Food		☐	☐
Dietary Services	Other		☐	☐
Dietary Services	Donable Foods		☐	☐
DIETARY TOTAL \$				
*** ALL OTHER MATERIALS & SUPPLIES -- REQUIRED BY ALL AGENCIES ***				
			☐	☐
			☐	☐
			☐	☐
			☐	☐
			☐	☐
			☐	☐
			☐	☐
			☐	☐
			☐	☐
TOTAL MATERIALS AND SUPPLIES \$				
GRAND TOTAL \$				

Place a check mark in the space adjacent to the items valued indicating that values were established through physical inventory at the end of the fiscal year or through values supported by inventory records verified by physical inventory within ninety (90) days.

Date: _____

Agency Code: _____

Certified By: _____

Agency Name: _____

Signature: _____

Title: _____

Email: _____

Telephone: _____

Submit ELECTRONICALLY with BACK-UP DOCUMENTATION FOR EACH APPLICABLE CATEGORY on or before 09-15-2026 using the FY26 ANNUAL INVENTORY REPORTS SURVEY. To request access to the survey, send an email to DGS.ANNUALREPORTS@MARYLAND.GOV