**Dead Inventory Recovery Worksheet**

*Turn shelf zombies into cash—one week at a time.*

## 1. Dead Inventory Audit

List your ‘shelf zombies’—slow, dusty, or outdated inventory. Track value and calculate lost opportunities.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Product/SKU | Units on Hand | Unit Cost ($) | Total Value ($) | Months Unsold |
|  |  |  |  |  |
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|  |  |  |  |  |

Hidden Cost Formula: Units × Unit Cost × Months Unsold = Hidden Cost

## 2. Recovery Value Calculator

Project the real ROI for each revival method. Try more than one!

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SKU | Total Value ($) | Method | Projected Recovery ($) | Margin (%) |
|  |  | Markdown |  |  |
|  |  | Bundle |  |  |
|  |  | Promo |  |  |
|  |  | Liquidation |  |  |

Hidden Profit: Total Projected Recovery − Original Cost = Found Money

## 3. Revival Strategy Selector

Decision Tree:

• High-value? Try markdown.
• Related to top sellers? Bundle.
• Unique or seasonal? Promo.
• None work? Liquidate.

Graduated Markdown Template:

|  |  |  |
| --- | --- | --- |
| SKU | Original Price | Week 1 / Week 2 / Final Price |
|  |  |  |
|  |  |  |
|  |  |  |

Bundle Worksheet: List paired items and combined price.

|  |  |  |
| --- | --- | --- |
| SKU A | SKU B | Bundle Price ($) |
|  |  |  |
|  |  |  |
|  |  |  |

## 4. 7-Day Action Plan

|  |  |  |
| --- | --- | --- |
| Day | Task | Done (✓) |
| Day 1 | Walk all shelves—ID dead inventory |  |
| Day 2 | List on audit sheet |  |
| Day 3 | Choose recovery method |  |
| Day 4 | Prep for markdown or bundle |  |
| Day 5 | Alert staff to new price or bundle |  |
| Day 6 | Promote via sign/social |  |
| Day 7 | Track daily sales impact |  |

Communication Script Example:

“Hi team, this week we’re marking down [item] and promoting bundles. Let’s see how much hidden cash we can recover!”

Social Post Template: “Flash Sale! [Item] now only $X—while supplies last!”

## 5. Prevention System

Catch dead inventory early and keep profits healthy!

☐ Weekly scan for slow sellers (≥60 days unsold)

☐ Regular supplier review for slow-moving SKUs

☐ Smart buying: Avoid untested products in bulk

☐ Rotate stock—oldest up front

☐ Monthly review using this worksheet

Staff/Supplier Email Template:

“We’re reviewing slow sellers and seeking credit or return for unsold items. Please advise on next steps.”

Monthly Log: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_