



Initial Controlled Substance Inventory Form

A separate inventory for each location must be performed on the date the registrant first engages in any activity covered by his or her registration ([21 CFR 1304.11\(b\)](#)). This must be done when the registrant receives their initial DEA registration. An initial inventory must be taken for any newly scheduled substance that was not previously listed on any schedule. The inventory form must be kept at least for an additional two years at the registered site after completion.

Date:	Opening of Business <input type="checkbox"/>	Close of Business <input type="checkbox"/>
Registrant:		
Registrant Address:		
DEA Registration #:		

Reference: [21 CFR 1304.04](#) & [21 CFR 1304.11](#) Inventory Requirements

Controlled Substance Name	DEA Schedule ^{1,2}	Strength/Dosage form (e.g. 10 mg tablet, 10 mg concentration per ml etc.)	# of units or volume of each finished form per Container (e.g. 100 tab bottle or 3 ml vial)	#of containers (e.g. four 100 tab bottles or six 3 ml vials)	If the substance is not in use (e.g. awaiting disposal, defective etc.) list reason and whether substance is capable of use in mfg of a controlled substance in finished form

¹⁻ Inventories of Schedule I and II controlled substances must be maintained separately from all other controlled substances inventory records. ([CFR 1304.04\(g\)](#))

	Name	Signature	Date
Inventory performed by:			
Inventory witnessed by:			