



Inventory Status Notification Form

Carrier Name:

Location Number:

Date:

Item Description	Qty	From	To	Status	*Police Report #	Other Remarks

Carrier Authorized Signatory

(Only required for stolen inventory notification)

***INSTRUCTIONS:**

1. This form is used to notify the IRP Prorate Office of inventory status changes.
2. Statuses: Received, Returned, Missing, Lost, Spoiled or Stolen (requires police report #).
3. Police Report # is required only when an item is reported stolen.
4. **Other remarks** column may be used to provide further information e.g., "item returned because it is spoiled".
5. Complete the form and save it on your computer.
6. Email the completed form as an attachment to Manitoba Public Insurance at irp@mpi.mb.ca.