# Weekly Stock Replenishment Plan

**Purpose:** This document outlines the weekly plan for restocking products based on the previous week's sales performance and current inventory levels. It is essential for maintaining optimal stock levels and ensuring product availability across all locations.

## Store Information

**Store Name:** {storeName}

**Prepared By:** {preparedBy}

**Date:** {date}

## Executive Summary

The following plan provides an overview of the necessary stock replenishment actions for the week starting **{weekStartDate}** and ending **{weekEndDate}**. This plan is based on the sales data from the previous week and current stock levels. Key metrics and restocking priorities are highlighted below.

## Key Highlights

{#keyHighlights}

* **{title}:** {description}

{/keyHighlights}

## Restocking Summary by Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Total Units Sold** | **Current Inventory** | **Recommended Restock Qty** |
| {#categorySummary}{categoryName} | {unitsSold} | {inventoryLevel} | {recommendedRestock}{/categorySummary} |

## Detailed Restocking Plan

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Product Name** | **SKU** | **Weekly Sales** | **Current Stock** | **Restock Quantity** | **Priority** |
| {#products}{productName} | {sku} | {weeklySales} | {currentStock} | {restockQty} | {priority}{/products} |

## Special Notes

{#notesAvailable}

*{notes}*

{/notesAvailable}

{^notesAvailable}

*No additional notes for this week's plan.*

{/notesAvailable}

## Next Steps

1. Review and approve the restocking quantities with supply chain manager.
2. Place purchasing orders for high-priority products by {orderDeadline}.
3. Confirm expected delivery dates and update inventory system.

## Approval

**Manager Name:** {managerName}

**Approval Date:** {approvalDate}