



# South Carolina Department of Motor Vehicles

## RENTAL CAR QUALITY ASSURANCE DAMAGED INVENTORY & WRONG STOCK USED LOG SHEET

RC-001C  
(Est. 04/2024)

**NOTE:** This form is to only be used for **Inventory**. The **Date of Status Change** column must reflect the date of the daily report containing the supporting documentation. Any discrepancy should be noted on this form.

Date of Status Change	Inventory	Control Number	Wrong Stock Used (WSU) OR Damaged Inventory (DMG)	Name and Signature of Employee	Name and Signature of Manager	Comments
			<input type="checkbox"/> WSU <input type="checkbox"/> DMG	Print:	Print:	
				Sign:	Sign:	
			<input type="checkbox"/> WSU <input type="checkbox"/> DMG	Print:	Print:	
				Sign:	Sign:	
			<input type="checkbox"/> WSU <input type="checkbox"/> DMG	Print:	Print:	
				Sign:	Sign:	
			<input type="checkbox"/> WSU <input type="checkbox"/> DMG	Print:	Print:	
				Sign:	Sign:	
			<input type="checkbox"/> WSU <input type="checkbox"/> DMG	Print:	Print:	
				Sign:	Sign:	
			<input type="checkbox"/> WSU <input type="checkbox"/> DMG	Print:	Print:	
				Sign:	Sign:	
			<input type="checkbox"/> WSU <input type="checkbox"/> DMG	Print:	Print:	
				Sign:	Sign:	
			<input type="checkbox"/> WSU <input type="checkbox"/> DMG	Print:	Print:	
				Sign:	Sign:	

If there is damaged inventory, this form must be mailed in along with the damaged inventory to SCDMV-RCQA, PO Box 1498, Blythewood, SC 29016-0022.

**Please Note:** If there are no Damaged/Wrong Stock used, this may be sent via email at [Rentalcar@dmv.sc.gov](mailto:Rentalcar@dmv.sc.gov).