

# Goods Receipt Note

Receipt No.:

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Date:

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Store/Location:

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Supplier Name:

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Purchase Order No.:

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Delivery Note No.:

## Item Details

| #                   | Item Code | Description | Unit | Quantity Received | Unit Price | Total | Remarks |
|---------------------|-----------|-------------|------|-------------------|------------|-------|---------|
|                     |           |             |      |                   |            |       |         |
|                     |           |             |      |                   |            |       |         |
| <b>Total Amount</b> |           |             |      |                   |            |       |         |

Checked By:

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Remarks:

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Supplier's Signature

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Received By

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Authorized By