

# Branch Stock Receiving Report

Branch Name \_\_\_\_\_

Report No. \_\_\_\_\_

Date \_\_\_\_\_

Supplier/Source \_\_\_\_\_

Reference No. \_\_\_\_\_

No.	Item Code	Description	Unit	Quantity Received	Remarks
1					
2					
3					

Prepared by \_\_\_\_\_

Checked by \_\_\_\_\_

Received by \_\_\_\_\_