

# Electronic Goods Receipt

Receipt No. \_\_\_\_\_

Date \_\_\_\_\_

Warehouse \_\_\_\_\_

## Supplier Details

Supplier Name \_\_\_\_\_

Contact \_\_\_\_\_

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

## Goods Information

Item Description	SKU / Code	Quantity	Unit	Batch / Serial	Remarks

Remarks / Notes \_\_\_\_\_

Received By \_\_\_\_\_

Name & Signature  
Delivered By \_\_\_\_\_

Name & Signature  
Checked By \_\_\_\_\_

Name & Signature \_\_\_\_\_