

# Raw Material Receipt Log

Date: \_\_\_\_\_

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

Delivery Note No.: \_\_\_\_\_

#	Material Name / Description	Material Code	Batch / Lot No.	Quantity Received	Unit	Condition on Receipt	Remarks

Checked By: \_\_\_\_\_

Remarks / Observations:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Received By  
(Signature & Date)

\_\_\_\_\_

QC Verified By  
(Signature & Date)