

Finished Product Transfer Slip

Transfer Slip No.: _____	Date: _____	Time: _____
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From (Department/Section): _____	To (Department/Section): _____
Purpose of Transfer: _____	Reference/Order No.: _____

Product Details

No.	Product Description	Product Code	Batch/Lot No.	Unit	Quantity	Remarks

Prepared By

Checked By

Approved By

Received By

Date: _____

Date: _____

Date: _____

Date: _____

Note: Please ensure all information is correct before transferring the products.
This slip serves as proof of transfer and must be signed by all concerned parties.