

Delivery Acceptance Record for Local Consignments

Delivery No.: _____

Date: _____

Time: _____

Consignor (Sender): _____

Consignee (Receiver): _____

Delivery Details

| Item Description | Quantity | Condition | Remarks |
|------------------|----------|-----------|---------|
| | | | |
| | | | |
| | | | |

Acceptance Confirmation

I hereby confirm the receipt of the above consignment in accordance with the details stated above.

Received By (Name & Signature): _____ Date: _____

Delivered By (Name & Signature): _____ Date: _____

Note: Please inspect the goods before accepting. Any discrepancies or damages should be reported immediately.