

# Goods Received Note (GRN)

GRN No.: .....  
Date: .....

## Supplier & Delivery Details

Supplier Name: .....  
Supplier Code: .....  
Delivery Note No.: .....  
Delivery Date: .....  
PO No.: .....  
Received By: .....

## Item Details

S/N	Item Code	Description	Unit	Qty Ordered	Qty Received	Qty Rejected	Batch / Lot No.	Remarks

## Remarks / Observations

Checked By  
Signature & Date

Approved By  
Signature & Date

Stores  
Signature & Date