

Internal Truck Dispatch Record for Domestic Shipments

Dispatch Date

Dispatch No.

Prepared By

Truck / Vehicle No.

Driver Name

Contact Number

Origin

Destination

Estimated Departure

Estimated Arrival

Shipment Details

#	Shipment/Order No.	Consignee Name	Delivery Address	Item Description	No. of Packages	Weight (kg)	Remarks

Total No. of Packages

Total Weight (kg)

Remarks / Instructions

Prepared By

Checked By

Driver's Signature

Received By
