

Proof of Delivery (POD) Specimen

Outbound Logistics – Outgoing Orders

Document No: _____

Date: _____

Customer Name _____

Delivery Address _____

Order/Reference No _____

Vehicle No _____

Driver Name _____

Delivery Details

Item Code	Description	Quantity	UOM	Remarks
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Notes / Exceptions (if any):

Delivered By (Name & Signature)

Date: _____

Received By (Customer Name & Signature)

Date: _____