



# PAYMENT & DELIVERY RECEIPT

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\_\_\_\_\_

Receipt No:

Date:

Order No:

Customer Ref:

**CUSTOMER / BILL TO**

**SHIP TO / DELIVERY DESTINATION**

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\_\_\_\_\_

ITEM CODE	DESCRIPTION	QTY	UNIT PRICE	TOTAL AMOUNT

**PAYMENT INFORMATION**

**Payment Method:** \_\_\_\_\_

**Transaction Reference:** \_\_\_\_\_

**Payment Status:** \_\_\_\_\_

Subtotal \_\_\_\_\_

Tax / VAT \_\_\_\_\_

Shipping & Handling \_\_\_\_\_

**Total Paid** \_\_\_\_\_

Balance Due \_\_\_\_\_

**DELIVERY DETAILS**

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Dispatch Date:

Carrier / Method:

Waybill / Tracking No:

**PACKAGE INFORMATION**

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Total Cartons / Pallets:

Gross Weight:

Seal Number:

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**Authorized Supplier Representative**

Printed Name: ..... Date:

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**Receiver Acknowledgement (Goods Received in Good Order)**

Printed Name: ..... Date: