Receiving Checklist

ALES GOOD
FOOD
OOD BETT

Date of Delivery:	Supplier:	
Received by:		
Invoice signed by:		
Supervisor signature:		

Item	Correct quantity delivered Y/N	Vehicle inspected for cleanliness Y/N	Temperature on vehicle gauge	Containers inspected for quality	Temperature of food at delivery	Accepted	Stored	Rejected	Notes