

Blank Delivery Order Sheet

Delivery Order No.

Date

 YYYY-MM-DD

Supplier Name

Client Name

Delivery Address

Contact Person

Contact No.

#	Description of Goods	SKU/Code	Quantity Ordered	Quantity Delivered	Unit	Remarks
1						
2						
3						
4						

Remarks

Prepared By / Date

Approved By / Date

Received By (Client) / Date