

Goods Purchase Receipt

Buyer Name: _____
Address: _____
Contact: _____
Receipt No.: _____
Date: _____

No.	Description	Quantity	Unit Price	Amount
1	_____	_____	_____	_____
2	_____	_____	_____	_____
3	_____	_____	_____	_____
4	_____	_____	_____	_____

Subtotal: _____

Tax (if any): _____

Total: _____

Notes:

Received By

_____ (Signature) _____

Authorized By

_____ (Signature)