

Goods Hand-Over Receipt

Receipt Details

Receipt No: _____

Date: _____

Sender Information

Name: _____

Contact: _____

Address: _____

Receiver Information

Name: _____

Contact: _____

Address: _____

Goods Details

No.	Description	Quantity	Unit	Remarks
1				
2				
3				

Remarks

Sender's Signature & Name

Receiver's Signature & Name

Date