Delgado COMMUNITY COLLEGE

DAILY STOREROOM MATERIAL RECEIVING REPORT

DATE_____

Vendor _____

Order Number_____ **Department**_____

This is to be taken from actual inspection of goods, and not from dray bill.

QUANTITY	UNIT	DESCRIPTION

Accepted By

_____

_____
Date

Inspected By

_____

_____
Date

Form No. 14