Damaged Goods Adjustment Sheet

Date						
Refe	rence No.					
Prepa	ared By					
Warehouse/Location						
Depa	artment					
#	Item Code	Description	Quantity	Unit	Reason for Damage	Remarks
#	item code	Description	Quality	Offic	Reason to Damage	Remarks
Comments/Notes						
	ked By / Signatu					
whhi	oved By / Signati	JI €				