

Automotive Parts Receiving Report

Date

Report No.

Supplier

Supplier Contact

Purchase Order No.

Receiver Name

Parts Details

Part Name	Part No.	Description	Quantity Ordered	Quantity Received	Unit	Remarks
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Condition Upon Receipt

Discrepancies Noted

Additional Notes

Received By

Date

Verified By