

FCL (Full Container Load) Receiving Checklist

Shipment Details

Container Number		Seal Number	
Delivery Date		Receiving Location	
Shipper		Consignee	
Vessel / Voyage		Carrier	

Receiving Checklist

- ☐ Container arrived on scheduled date/time
- ☐ Container number & seal number verified and matched with document
- ☐ Seal intact and undamaged
- ☐ Container external condition checked (no visible damage/leak)
- ☐ Photographs taken (container number, seal, external condition)
- ☐ Container opened in presence of authorized personnel
- ☐ Internal cleanliness and dry condition checked
- ☐ Cargo tally and count matched with packing list
- ☐ Cargo external condition checked (packaging, labeling, etc.)
- ☐ Exception(s) and discrepancies recorded
- ☐ Container empty and returned to carrier

Remarks / Notes

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Received By

Name		Signature	
Date		Time	