

# Delivery Receipt Form

**Sender:** \_\_\_\_\_

**Recipient:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Delivery Address:** \_\_\_\_\_

## Itemized List

#	Description	Quantity	Condition	Remarks
1	Product A	10	Good	
2	Product B	5	Good	
3	Sample Item	2	Damaged	Box dented

## Acknowledgment

I hereby acknowledge receipt of the items listed above in the stated quantities and conditions.

**Received by:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

The **delivery receipt form sample** includes a detailed itemized list to ensure accurate tracking of all delivered goods. This form helps both the sender and receiver confirm the quantities and conditions of each item. Using an itemized delivery receipt improves accountability and streamlines inventory management.