



GOODS RECEIVED NOTES

Project no. : UTVSB/CS/P. _____

Date : _____

Consultancy and Services
UiTM TechnoVenture Sdn Bhd
Ground Floor, UiTM-MTDC Technopreneur Centre
40450 UiTM Shah Alam

For UTVSB use only

Procurement procedures state that a confirmation of receipt of goods must be obtained prior to payment of all invoices

Date of goods received: _____
(dd-mm-yy)

Date invoice received: _____
(dd-mm-yy)

Invoice Number: _____

Vendor: _____

Delivery location: _____

Your signature below acknowledges the delivery and receipt of goods depicted on the packing slip and authorizes payment of the invoice.

DETAILS OF GOODS (Specify Product Name, Brand, Model and No. Series)	DATE OF RECEIVED	DELIVERED QUANTITY	PER UNIT (RM)	COMMENTS

Please submit complete documentation to avoid payment delay

Approval & Certification:

I hereby certify that the above expenditures are related to professional, teaching, research or service activities of the Consultancy Project, and are in accordance with the applicable policies and guidelines which I have reviewed

Good Received by		Finance Use Only
Verified by		
Approved by		