

Delivery Receipt

Company Information

Name: _____
Address: _____
Phone Number: _____
Email Address: _____

Receipt #: _____
Date: _____

Recipient Information

Name: _____
Address: _____
Phone Number: _____
Email Address: _____

Description of Delivered Items:

Subtotal: \$ _____

Taxes: \$ _____

Delivery Charge: \$ _____

Total Amount Due: \$ _____

Payment Method: _____

Received By: _____

Signature of Recipient: _____

Signature of Delivery Person: _____