 **DELIVERY RECEIPT TEMPLATE**

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| **DELIVERY RECEIPT** |  | **DATE** |   |
|  |  |  |  | **RECEIPT NO.** |   |
|  |  |  |  | **RECIPIENT INFO** |
| Your Company Name123 Main StreetHamilton, OH 44416(321) 456-7890Email Address | Individual or Company Name456 Main StreetHamilton, OH 44416(321) 789-4560Email Address |
|  |  |  |  |  |  |  |
| **DESCRIPTION** |  |  |  | **QTY** | **PIECES / PKG** | **TOTAL PACKAGES** |
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| THANK YOU |  | **TOTAL** |  |
| **RECIPIENT SIGNATURE** |  | yourorganizationwebsite.com |
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| **DELIVERY RECEIPT** |  | **DATE** |  |
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| **DESCRIPTION** |  |  |  | **QTY** | **PIECES / PKG** | **TOTAL PACKAGES** |
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| THANK YOU |  | **TOTAL** |  |
| **RECIPIENT SIGNATURE** |  | yourorganizationwebsite.com |

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