

DELIVERY NOTE

UK: proof of delivery, not a VAT invoice

A delivery note is not a VAT invoice. For a sale, issue a VAT invoice.

DELIVERY NOTE NO.	DATE	ORDER / INVOICE REF.
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SENT BY	DELIVERED TO
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NO.	DESCRIPTION OF GOODS	CODE	QTY	UNIT	REMARKS

Total quantity	
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NOTES Damage, short delivery or other remarks: _____

Dispatched by

Received by: name and signature