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| SUPPLIER      | SHIPPER      | PURCHASE ORDER NUMBER      |
| CARRIER      | SHIPPING POINT      | MRR / SHIPPING NUMBER      |
| LOAD POINT[ ] JOB SITE[ ] SHIPPING POINT | SHIPMENT[ ] PARTIAL[ ] COMPLETE | CHARGES[ ] PREPAID[ ]  COLLECT  | FREIGHT BILL NUMBER      | DATE RECEIVED      |
| PACKING LIST NUMBER      | CAR No:      | WEIGHT      | NUMBER of CARTONS      | MRR DATE      |
| RECEIVING INSPECTION |
| RECEIVED BY      | DATE      | QC INSPECTION REQUIRED[ ]  YES [ ]  NO [ ]  N/A | QC STATUS[ ]  HOLD [ ]  ACCEPTED [ ]  N/A |
| QC DOCUMENTS RECEIVED[ ]  YES [ ]  NO [ ]  NOT REQUIRED |
| REMARKS |
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| ITEM | QUANTITY RECEIVED | DESCRIPTION | STORAGE LOCATION |
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| OS&D REPORT NUMBER      | MRR PREPARED BY      |

OS&D = Overage, Shortage and Damge