

Detailed Goods Handover Statement

Date of Handover: 2024-07-04

From (Supplier/Deliverer):

Name: ABC Supplies Ltd.
Representative: John Smith
Contact: +1 123 456 7890
Address: 123 West Avenue, Cityville, Country

To (Recipient):

Name: XYZ Manufacturing Inc.
Representative: Jane Doe
Contact: +1 987 654 3210
Address: 789 East Road, Townsville, Country

Description of Goods

No.	Item Description	Quantity	Unit	Serial/Batch No.	Condition	Remarks
1	Industrial Drill Machine	3	pcs	IDM-2024-0001~3	New	-
2	Safety Helmets	15	pcs	B1234~1248	New	Boxed
3	Steel Beams 4m	10	units	SB-2024-006~015	New	Packed

Additional Notes

All items were inspected and counted in the presence of both parties. Both sides confirm the above list is accurate and the goods are in the stated condition at the time of handover.

Delivered By:

ABC Supplies Ltd.
John Smith

Received By:

XYZ Manufacturing Inc.
Jane Doe

Important Notes:

- Both parties should thoroughly verify the goods and quantities listed before signing.
- This document serves as legal proof of goods handover and accepted condition.
- Any discrepancies or damages should be recorded in the "Remarks" column prior to signing.
- The signatories must be authorized representatives of their respective organizations.
- Keep copies of the signed statement for future reference and audit purposes.