

NORTH PANOLA SCHOOL DISTRICT

RECEIVING REPORT

I have examined the items listed on the attached Purchase Order No. _____

and do hereby affirm that all items listed were received at _____.

Date: _____

Signed By: _____

Witnessed By: _____

EQUIPMENT PURCHASE

1. Inventory Asset No.: _____ Room #: _____
Serial No.: _____
Description: _____

2. Inventory Asset No.: _____ Room #: _____
Serial No.: _____
Description: _____

3. Inventory Asset No.: _____ Room #: _____
Serial No.: _____
Description: _____

4. Inventory Asset No.: _____ Room #: _____
Serial No.: _____
Description: _____

5. Inventory Asset No.: _____ Room #: _____
Serial No.: _____
Description: _____