

## **ATTENTION RECEIVER!!!! Before Signing For Any Delivery:**

1. **Verify** that the package count matches the delivery receipt before the Carrier leaves your facility!
2. **Inspect** the Shipment **for** visible carton **damage**, any tampering with Shrink wrap or Security tape.
3. Any sign of carton or pallet damage, product damage or shortage must be noted on **ALL** copies of the document you are asked to sign
4. If there is any sign of carton damage, you can either open the carton & inspect the product while the transportation provider is present or **refuse** the damaged cartons.
5. Any concealed damages must be reported **IMMEDIATELY** to the Company or Individual purchased from and the transportation provider.

**Do not accept any damaged product. You are liable for accepting any damaged goods!**

**Company name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_