**SAMPLE: Delivery document**

**SUPPLY VOUCHER FOR LLINs**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **To (Name of DEO):** | | | |  | | | | | | | **From (Name of School):** | | | | |  | | | | |
| **Requested by**: | | |  | | | | | | | | **Authorised by**: | | |  | | | | | | |
| **Signature:** | | |  | | | | | | | | **Signature**: | | |  | | | | | | |
| **Date:** | | |  | | | | | | | | **Date**: | | |  | | | | | | |
| **Product Code** | **Description** | | | | | | **Unit** | **Balance at Hand** | | | **Quantity Requested** | | **Quantity Supplied** | | **Quantity Received** | | | **Remarks** | | |
| **A** | **B** | | | | | | **C** | **D** | | | **E** | | **F** | | **G** | | | **H** | | |
|  |  | | | | | |  |  | | |  | |  | |  | | |  | | |
|  |  | | | | | |  |  | | |  | |  | |  | | |  | | |
|  |  | | | | | |  |  | | |  | |  | |  | | |  | | |
|  |  | | | | | |  |  | | |  | |  | |  | | |  | | |
|  |  | | | | | |  |  | | |  | |  | |  | | |  | | |
|  |  | | | | | |  |  | | |  | |  | |  | | |  | | |
|  |  | | | | | |  |  | | |  | |  | |  | | |  | | |
| ***Approved by:*** | | |  | | | ***Issued by:*** |  | | | | ***Delivered by:*** | |  | | | | | ***Received by:*** | |  |
| ***Signature:*** | | |  | | | ***Signature:*** |  | | | ***Signature:*** | | |  | | | | | ***Signature:*** | |  |
| ***Date:*** | | |  | | | ***Date:*** |  | | | | ***Date:*** | |  | | | | | ***Date:*** | |  |