

# GOODS RECEIVED NOTE

## GLOBAL PROCUREMENT SYSTEMS INC.

Warehouse Operations  
1234 Business Avenue, Suite 500  
New York, NY 10001

GRN Number:	GRN-08009	GRN Date:	2025-10-11
PO Reference:	PO-2024-01009	Vendor:	Premier Office Equipment
Received By:	Steve Sanchez	Warehouse:	WH-SOUTH

## RECEIPT DETAILS

Item Code	Description	Received	Rejected	Condition
IT-003	Cisco Network Switch 24-Port	7	0	Good
OS-003	Printer Paper A4 (5 Reams)	15	0	Good

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Verified By: \_\_\_\_\_ Date: \_\_\_\_\_

This document confirms receipt of goods as described above. Any discrepancies must be reported within 24 hours.