

GOODS RECEIVED NOTE

GLOBAL PROCUREMENT SYSTEMS INC.

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

GRN Number: GRN-08045 GRN Date: 2025-10-10
PO Reference: PO-2024-01045 Vendor: Acme Supplies Ltd
Received By: Jason Fitzgerald Warehouse: WH-NORTH

RECEIPT DETAILS

Item Code	Description	Received	Rejected	Condition
OS-001	Ergonomic Office Chair	2	0	Good
OS-002	Standing Desk Adjustable	13	2	Damaged/Defective

Received By: _____ Date: _____

Verified By: _____ Date: _____

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