Delivery Checks Record

Supplier:

Delivery date and time:

Products supplied:

Are delivery vehicle and staff hygiene satisfactory?	YES	NO	Comment
Have raw and ready to eat foods, as well as foods and non foods been separated during transport?	YES	NO	Comment

Product	Does food meet order specification? Note any substitutions and allergen presence	Food temperature - for chilled and frozen products	Are any products or packaging damaged? (Record details)	Is food within date? (Use by and Best before) (Record details if outside dates)