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Notes: 1. *Rate and amount are exclusive of GST. 2. Issued by can be Contractor or Builder. Same for issued to. 3. Builders sign must be of project manager or admin officer at site. 4. Write on alternate lines.

5. Start with fresh page at end of week (Friday to Thursday). 6. Check rate with purchase / PO / WO.

Annexure - A - Record of material issued to / received from contractors

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vame o	dame of Firm / Company	MMRK-LLP		Project Nar	Project Name / Location		THD				
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Annexure - A - Record of material issued to / received from contractors

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No.	Date of Issue	Material Description	Qty.	Units	Rate*	Amount*	Issued by #	Issued to #	Tally Dr / Cr V. No.	Sign of Builder	Sign of Contractor
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Notes: 1. *Rate and amount are exclusive of GST. 2. Issued by can be Contractor or Builder. Same for issued to. 3. Builders sign must be of project manager or admin officer at site. 4. Write on alternate lines.

5. Start with fresh page at end of week (Friday to Thursday). 6. Check rate with purchase / PO / WO.