

SUMMIT SALES LLP - PURCHASE ORDER - LOG BOOK

Scan ID: _____

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered		PO closed	Remarks
				<input type="checkbox"/> Yes/ <input type="checkbox"/> No	Yes		
69618	14/8/20						
69619	11						
69384	4/8/20	10740	12736	Y	Y		14/8/20
69528	11/8/20	10741	12737	Y	Y		11
69484	6/5/20	10742	12738	Y	Y		14/8/20
69230	28/7/20	10745	12741	Y	Y		14/8/20
69234	11	10746	12742	Y	Y		11
69439	6/8/20	10747	12743	P	N		14/8/20
69525	10/8/20	10752	12748	Y	Y		14/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed
 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes / <input type="checkbox"/> No	PO closed <input checked="" type="checkbox"/> Yes	Remarks
69595	13/8/20	10733	12726	<input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	13/8/20
69555	11/8/20	10735	12728	<input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	13/8/20
69129	25/7/20	10737	12730	<input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	13/8/20
69610	14/8/20					
69611	✓					
69612	✓					
69616	✓					
69147	25/8/20	When 3055	12731	<input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	14/8/20 F.A
69258	27/7/20	4 3040	12732	<input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	11/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes/ <input type="checkbox"/> No	PO closed Yes	Remarks
69565	12/8/20					
69569	✓	10751	12747	✓	✓	14/8/20
69572	✓					
69573	✓					
69576	✓	10731	12724	✓	✓	13/8/20
69573	✓					
69585	✓					
69551	11/8/20					
69568	✓					

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

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Scan ID: _____

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes/ <input type="checkbox"/> No	PO closed Yes	Remarks
69491	10/8/20					
69492	"	10725	12711	Y	Y	12/8/20
69494	"	10728	12717	Y	Y	12/8/20
69507	"	10703	12689	Y	Y	11/8/20
69520	"					
69481	11/8/20					
69514	10/8/20	1073041	12733	Y	Y	14/8/20 Tds
69527	11/8/20					
69528	"	10739	12735	Y	Y	14/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

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Scan ID: _____

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes <input type="checkbox"/> No	PO closed <input type="checkbox"/> Yes <input type="checkbox"/> No	Remarks
69195	28/7/20	10694	12680	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	10/8/20
69518	10/8/20	10749	12745	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	14/8/20
69519	11/	10748	12744	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	14/8/20
69521	08/08/20	10722	12708	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	12/8/20
69523	11/	10738	12734	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	14/8/20
69525	11/	10706	12692	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	11/8/20
69459	7/8/20	10750	12746	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	14/8/20
69470	8/8/20	10704	12690	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	11/8/20
69471	11/	10699	12685	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	11/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed
4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

X

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Scan ID: _____

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PO closed Yes	Remarks
69080	24/7/20	10665	12651		Yes	7/8/20
69318	31/7/20					
69416	7/8/20					
69418	"	10743	12739			14/8/20
69466	"	10666	12652	Y	Y	8/8/20
69467	"	10713	12699	Y	Y	11/8/20
69468	"					
69438	6/8/20	10667	12653			8/8/20
68989	11/7/20	10668	12654	Y	Y	8/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed
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Scan ID: _____

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes/ <input checked="" type="checkbox"/> No	PO closed Yes/ No	Remarks
69424	6/8/20	10647	12633		N	6/8/20
69425	11	10744	12740	Y	Y	14/8/20
69430	11					
69352	12/3/20	10643	12629	Y	Y	6/8/20
69440	6/8/20	10644	12630	P	N	6/8/20
68336	26/6/20	10646	12632	Y	Y	6/8/20
69456	6/8/20	10710	12696	P	N	11/8/20
69426	11	10709	12695	Y	Y	11/8/20
69427	11	10670	12656	P	N	8/8/20

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes / <input type="checkbox"/> No	PO closed <input checked="" type="checkbox"/> Yes	Remarks
69618	14/8/20	10756	12752			16/8/20
69619	11	10755	12751	Y	Y	16/8/20
69384	4/8/20	10740	12736	Y	Y	14/8/20
69528	11/8/20	10741	12737	Y	Y	11
69484	6/5/20	10742	12738	Y	Y	14/8/20
69230	28/7/20	10745	12741	Y	Y	14/8/20
69234	11	10746	12742	Y	Y	11
69439	6/8/20	10747	12743	P	N	14/8/20
69525	10/8/20	10752	12748	Y	Y	14/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.



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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes <input type="checkbox"/> No	PO closed <input checked="" type="checkbox"/> Yes	Remarks
69620	15/8/20	10753	12749			15/8/20
69621	11	10754	12750	Y	Y	15/8/20
69627	6/8/20	10764	1272	Y	Y	17/8/20
69636	17/8/20					
69637	11					

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes/ <input type="checkbox"/> No	PO closed <input type="checkbox"/> Yes/ <input type="checkbox"/> No	Remarks
69578	12/8/20	SN 3134	12753	<input type="checkbox"/> Yes/ <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes/ <input type="checkbox"/> No	17/8/20
69581	11					[REDACTED]
69594	13/8/20					
69596	✓	10761	12759	P	N	17/8/20
69607	✓					
69603	✓					
69606	✓					
69607	✓	10763	12761	P	N	17/8/20
68695	9/7/20	SN 3131	12721	P	N	Attn Madan 13/8/20

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered		PO closed	Remarks
				<input type="checkbox"/> Yes/	<input type="checkbox"/> No		
69565	12/8/20						
69569	✓	10751	12747	✓		✓	14/8/20
69572	✓	10759	12757	✓		✓	17/8/20
69573	✓						
69576	✓	10731	12724	✓		✓	13/8/20
69583	✓	10757	12755	✓		✓	17/8/20
69585	✓	10782	12760	✓		✓	11
69551	11/8/20						
69568	✓	SN3135	12754	✓		✓	17/8/20

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes / <input type="checkbox"/> No	PO closed Yes	Remarks
69529	11/8/20					
69531	11					
69552	11	10760	12758	Y	Y	17/8/20
69554	11					
69561	11	10732	12725	Y	Y	13/8/20
69095	22/7/20	10695	12681	P	N	11/8/20
67578	29/5/20	10696	12682	P	N	11/8/20
67578	1	10677	12683	7	Y	11/8/20
69075	29/7/20	10678	12684	P	N	11/8/20

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V. K. [Signature]



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Scan ID: _____

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes <input type="checkbox"/> No	PO closed Yes	Remarks
68953	20/7/20	10427	12400	<input checked="" type="checkbox"/> Yes		21/7/20
68955	21/7/20	10507	12487	<input type="checkbox"/> No	P N	28/7/20
68962	21/7/20	10418	12391	<input type="checkbox"/> No	Y Y	[REDACTED]
68966	21/7/20	10424	12397	<input type="checkbox"/> No	Y Y	21/7/20
68916	11/7/20	For 3118	12388 12388	<input type="checkbox"/> No	Y Y	File way Bill not done as GSTK Not paid 20/7/20
68269	25/6/20	For 3119	12389	<input type="checkbox"/> No	P N	20/7/20
68948	20/7/20	10765	12763	<input type="checkbox"/> No	Y Y	Cont received 17/8/20
68951	21/7/20	10617	12600	<input type="checkbox"/> No	Y Y	4/8/20 Cont MRL
68904	21/7/20			<input type="checkbox"/> No		

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes / <input type="checkbox"/> No	PO closed <input checked="" type="checkbox"/> Yes	Remarks
68855	15/7/20	10771	12769			18/8/20
69489	10/8/20	10773	12771			18/8/20
69527	11/8/20	10775	12773			18/8/20
69529	✓	10776	12774			18/8/20

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes/ <input type="checkbox"/> No	PO closed Yes	Remarks
69650	18/8/20					
69651	11					
69652	4	1079	12770	Y	Y	18/8/20
69653	11					
69654	11					
69486	8/8/20	1078 12765	12767 10767	Y	Y	18/8/20 dc 10767 1W-12765
69456	6/8/20	1078	12766	Y	Y	11
69638	18/8/20	1078 10767	12767	Y	N	18/8/20
69642	11	1078 12767	12768	Y	Y	18/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

SUNNIT SALES LLP - PURCHASE ORDER - LOG BOOK

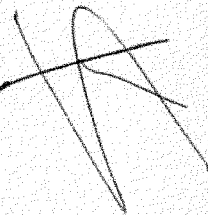
Scan ID: _____

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes / <input checked="" type="checkbox"/> No	PO closed <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	Remarks
69598	12/8/20	Inv 3134	12753		N	17/8/20
69581	11					
69594	13/8/20					
69596	11	10761	12759		N	17/8/20
69607	11	10766	12764		N	18/8/20
69603	11					
69686	11					
69607	11	10763	12761		N	17/8/20
68695	9/7/20	Inv 3131	12761		N	14/11/20 13/8/20

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes/ <input type="checkbox"/> No	PO closed Yes/ <input type="checkbox"/> No	Remarks
69491	10/8/20	10758	12756	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	17/8/20
69492	"	10725	12711	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	12/8/20
69494	"	10728	12717	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	12/8/20
69567	"	10703	12689	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	11/8/20
69520	"					
69481	11/8/20					
69574	10/8/20	10730 3041	12733	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	14/8/20 Eds
69527	11/8/20	10774	12772	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	18/8/20
69528	"	10739	12735	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	19/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed
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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes/ <input type="checkbox"/> No	PO closed <input checked="" type="checkbox"/> Yes	Remarks
69670	19/8/20	10785	12783			19/8/20
69662	✓	10787	12785	P N		✓
69662	✓	10788	12786	P N		19/8/20
69667	13/8/20	10785	12787	P N		✓
69665	17/8/20	10770	12788	7	✓	17/8/20 way bill not done SFA not paid
69659	19/8/20	10771	12785	P N		19/8/20
69679	19/8/20					
69680	✓					
69685	✓					

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No	PO closed <input checked="" type="checkbox"/> Yes	Remarks
68855	15/7/20	10771	12779	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	18/8/20
69489	10/8/20	10773	12771	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	18/8/20
69527	11/8/20	10775	12773	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	18/8/20
69527	✓	10776	12774	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	18/8/20
69677	19/7/20					
69680	✓					
69085	24/7/20	10777	12777	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	17/8/20
69297	30/7/20	10781	12779	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	17/8/20
68955	20/7/20	10783	12781	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	17/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered □ Yes/□ No	PQ closed Yes	Remarks
69650	18/8/20					
69651	"					
69652	"	10772	12770	Y	Y	18/8/20
69653	"	10777	12775	Y	Y	19/8/20
69654	"					
69686	8/8/20	10778 12765	12765 10767	Y	Y	18/8/20 dc 10767 1W-12765
69656	6/8/20	10788	12766	Y	Y	
69638	18/8/20	10769 10767	12767	Y	Y	18/8/20
69642	"	10770 12768	12768	Y	Y	18/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes / <input type="checkbox"/> No	PO closed Yes	Remarks
69578	12/8/20	SN 3134	12753	<input type="checkbox"/> Yes / <input checked="" type="checkbox"/> No	N	17/8/20
69581	11					
69594	13/8/20					
69596	✓	10761	12755	P	N	17/8/20
69607	✓	10766	12764	P	N	18/8/20
69603	✓					
69606	✓	10792	12770	P	N	17/8/20
69607	✓	10763	12761	P	N	17/8/20
68695	9/7/20	SN 3131	12721	P	N	Atk Madan 13/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes/ <input type="checkbox"/> No	PO closed Yes	Remarks
69565	12/8/20					
69569	✓	10751	12747	✓	✓	14/8/20
69572	✓	10759	12757	✓	✓	17/8/20
69573	✓	10778	12776	✓	✓	19/8/20
69576	✓	10731	12724	✓	✓	13/8/20
69583	✓	10757	12755	✓	✓	17/8/20
69585	✓	10782	12760	✓	✓	11
69551	11/8/20					
69568	✓	SN 3135	12754	✓	✓	17/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes / <input checked="" type="checkbox"/> No	PO closed Yes / <input checked="" type="checkbox"/> No	Remarks
69491	10/8/20	10758	12756	-	N	17/8/20
69492	"	10725	12711	-	Y	12/8/20
69494	"	10728	12717	-	Y	12/8/20
69569	"	10703	12689	Y	Y	11/8/20
69520	"	10772	12770	-	Y	19/8/20
69481	11/8/20					
69574	10/8/20	107304	12733	Y	Y	14/8/20 Ends
69527	11/8/20	10774	12772	P	N	18/8/20
69528	"	10739	12735	P	N	19/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes/ <input checked="" type="checkbox"/> No	PO closed Yes/ <input checked="" type="checkbox"/> No	Remarks
69400	5/8/20	10986	12784			19/8/20
69401	5	10642	12628	Y	Y	6/8/20
69402	5	10645	12631	Y	Y	6/8/20
69406	5	10671	12657	Y	N	8/8/20
69413	5					
69414	5	10654	12640	Y	Y	7/8/20
69415	5					
69421	5					
69422	5	10675	12661	Y	Y	8/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed
 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

Scan ID: _____

SUMMIT SALES LLP - PURCHASE ORDER - LOG BOOK

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes/ <input type="checkbox"/> No	PO closed Yes	Remarks
69722	20/8/20					
69723	✓					
69725	✓					
69726	✓					
69638	18/8/20	10795	12797	✓	✓	20/8/20
69721	20/8/20	10807	12795	✓	✓	✓
69723	✓	10802	12800	✓	✓	20/8/20
69026	22/7/20	10803	12801	✓	✓	20/8/20
69318	31/7/20	10803	12803	✓	✓	20/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

Scan ID: _____

SUMMIT SALES LLP - PURCHASE ORDER - LOG BOOK

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes / <input type="checkbox"/> No	PO closed Yes	Remarks
69650	18/8/20					
69651	11					
69652	4	10772	12770	Y	Y	18/8/20
69653	4	10777	12775	Y	Y	19/8/20
69654	4	10798	12796	P	N	20/8/20
69686	8/8/20	10765 12765	10767 12767	Y	Y	18/8/20 dc= 10767 INV-12765
69656	6/8/20	10768	12766	Y	Y	11
69638	18/8/20	10767 10767	12767	P	N	18/8/20
69642	4	10767 12767	12768	Y	Y	18/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed
4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes <input type="checkbox"/> No	PO closed <input checked="" type="checkbox"/> Yes	Remarks
69595	13/8/20	10733	12725			13/8/20
69555	11/8/20	10735	12728	7	7	13/8/20
69129	25/7/20	10737	12730	7	7	13/8/20
69670	14/8/20	10800	12798	7	7	20/8/20
69611	✓					
69612	✓					
69616	✓					
69149	25/8/20	10835	12731	7	7	14/8/20 File
69258	27/7/20	43040	12732	8	8	✓

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered <input type="checkbox"/> Yes/ <input type="checkbox"/> No	PO closed Yes	Remarks
69578	12/8/20	SN 3134	12753	<input type="checkbox"/> Yes/ <input type="checkbox"/> No	N	17/8/20
69581	11					
69594	13/8/20					
69596	✓	10761	12755	P	N	17/8/20
69607	✓	10766	12764	P	N	18/8/20
69603	✓	10804	12802	P	N	20/8/20
69606	✓	10992	12770	P	N	19/8/20
69607	✓	10763	12761	P	N	17/8/20
68695	9/7/20	SN 3131	12721	P	N	Amended 13/8/20

Note: 1. Write on alternate lines. 2. Enter all invoices and DC nos related to each PO 3. If material is fully delivered, then mark fully delivered and PO closed 4. If material is partially delivered wait till material is fully delivered before closing PO 5. If advice to close after partial delivery, mark accordingly.