

SUMMIT SALES LLP - PURCHASE ORDER - LOG BOOK

Scan ID

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes/ No	PO closed Yes	Remarks
6997	31/8/20	11109	13152	✓		10/9/20
70024	1/9/20	11112	13155	✓	✓	11/9/20
70261	8/9/20	11113	13156 13156	✓	✓	✓
70260	✓	11114	13157	✓	✓	11/9/20
70262	✓	11115	13158	✓	✓	✓
70309	10/9/20	11116	13159	✓	✓	✓
70328	✓	11117	13160	✓	✓	✓
70283	9/9/20	11118	13161	✓	✓	✓
70093	4/9/20	11120	13163	✓	✓	✓

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	PO closed Yes	Remarks
70135	5/9/20	11088	13130		Yes	9/9/20
70159	7/9/20	11088	13131	P	N	"
70159	"	11089	13132	-	Y	"
70242	8/9/20	11104	13147	Y	Y	10/9/20
70243	"	11105	13148	Y	Y	"
70244	"	11106	13149	Y	Y	10/9/20
70249	"					
70291	9/9/20					
70292	"	11125	13168	Y	Y	11/9/20

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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SUMMIT SALES LLP - PURCHASE ORDER - LOG BOOK

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes No	PO closed Yes	Remarks
70173	7/9/20	11075	13111			9/9/20
70176	11					
70188	11					
70247	8/9/20	11076	13107	✓	✓	9/9/20
70214	9/9/20					
70233	8/9/20					
70234	11	11124	13167	✓	✓	11/9/20
70236	11					
70238	11					

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		PO closed	Remarks
				Yes/	No	Yes	
70142	5/9/20						
70143	11	11111	13154	✓		✓	11/9/20
70144	11	11084	13127	✓		✓	9/9/20
70145	12	11071	13103	✓		✓	9/9/20
70147	12	11041	13070	✓		✓	7/9/20
70148	12	11040	13065	✓		✓	7/9/20
70149	11	11082	13125	✓		✓	9/9/20
70150	12	11068	13100	✓		✓	9/9/20
69874	26/8/20	11030	13059	✓		✓	6/9/20

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes/ No	PO closed Yes/ No	Remarks
70092	4/9/20	11021	13049		Yes	5/9/20
70107	✓	11022	13050	P	N	✓
70107	✓	11023	13051	P	N	✓
69981	3/8/20	11024	13052	Y	Y	✓
70064	2/9/20	11025	13053	P	N	5/9/20
70067	2/9/20	11028	13057	P	N	"
70077	3/9/20	11029	13058	Y	Y	✓
70135	5/9/20	11086	13129	P	N	9/9/20
70140	✓	11126	13169	P	N	11/9/20

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes/ No	PO closed Yes	Remarks
70105	4/9/20					
70108	✓					
70109	✓					
70110	✓					
70131	5/9/20					
70132	✓					
70102	4/9/20	11119	13102	✓	✓	11/9/20
70103	✓	11107	13150	✓	✓	10/9/20
70113	✓	11072	13104	✓	✓	7/9/20

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	PO closed Yes	Remarks
69951	31/8/20	NK003045	13119			9/9/20 Tlu
68964	21/7/20	10920	12941	P	N	31/8/20
69647	19/8/20	10921	12942		Y	31/8/20
69642	18/8/20	10922	12943		Y	+
69594	13/8/20	10923	12944		Y	✓
69654	18/8/20	10929	12950		Y	31/8/20
69980	31/8/20	10928	12949		Y	✓
69976	31/7/20	10930	12951	P	N	+
69964	31/8/20	11123	13166		Y	11/9/20

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered ☐ Yes ☐ No	PO closed Yes	Remarks
69595	13/8/20	10733	12726	☐ Yes ☒ No	Yes	13/8/20
69555	11/8/20	10735	12728	☐ Yes ☒ No	Yes	13/8/20
69129	25/7/20	10737	12730	☐ Yes ☒ No	Yes	13/8/20
69610	14/8/20	10800	12798	☐ Yes ☒ No	Yes	20/8/20
69611	✓	10857	12865	☐ Yes ☒ No	Yes	26/8/20
69612	✓	10836	12835	☐ Yes ☒ No	Yes	25/8/20
69616	✓	11121	13164	☐ Yes ☒ No	Yes	11/9/20
69149	25/8/20	When 3055	12731	☐ Yes ☒ No	Yes	14/8/20 To be
69258	27/8/20	✓ 3040	12732	☐ Yes ☒ No	Yes	✓

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes/ No	PO closed Yes/ No	Remarks
70284	9/9/20	11147	13190	P	N	12/9/20
7045	2/9/20	11148	13191	P	N	12/9/20
70312	10/9/20	11149	13192	P	N	12/9/20
70363	12/9/20	11150	13193	Y	Y	12/9/20
7040	2/9/20	11151	13194	Y	Y	12/9/20
70311	10/9/20	11152	13195	P	N	12/9/20

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes No	PO closed Yes	Remarks
69413	5/8/20	11137	13180		Yes	12/9/20
69246	28/7/20	11138	13181	Y	Y	"
70350	11/9/20	11139	13182	e	Y	"
70351	2	11140	13183	Y	Y	2
70320	10/9/20	11141	13184	Y	Y	"
70190	7/9/20	11143	13185	Y	Y	12/9/20
70300	10/9/20	11144	13186	Y	Y	2
70191	7/9/20	11145	13187	P	N	12/9/20
70276	9/9/20	11146	13189	P	N	"

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes No	PO closed Yes	Remarks
70107	9/9/20	11122	13165		Yes	11/9/20
70256	8/9/20	11127	13170	Y	Y	11/9/20
70248	26/8/20	11128	13171	Y	Y	11/9/20
70182	7/9/20	11129	13172	8	N	11/9/20
70023	1/9/20	11132	13175	Y	Y	12/9/20
69871	26/8/20	11133	13176	Y	Y	11/9/20
69330	31/7/20	11134	13177	8	N	11/9/20
68420	1/7/20	11135	13178	7	Y	12/9/20
69131	25/7/20	11136	13179	Y	Y	11/9/20

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes No	PO closed Yes	Remarks
70193	7/9/20	11075	13111			9/9/20
70196	11					
70188	11					
70247	8/9/20	11076	13107	1	1	9/9/20
70214	9/9/20					
70233	8/9/20	11192	13185	1	1	12/9/20
70234	11	11124	13167	1	1	11/9/20
70236	11					
70238	11					

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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SUMMIT SALES LLP - PURCHASE ORDER - LOG BOOK

PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes/No	PO closed Yes	Remarks
70190	8/9/20	11067	13099	Yes/No	Yes	8/9/20
70045	2/9/20					
70221	8/9/20	11130	13173	Yes/No	Yes	12/9/20
70224	11					
70231	11	11131	13174	Yes/No	Yes	12/9/20
69778	2/8/20					
70011	1/9/20	11077	13208	Yes/No	Yes	9/9/20
70012	11	11078	13209	Yes/No	Yes	11
70025	11					

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 Yes/ No	PO closed Yes	Remarks
70331	10/9/20				Yes	
70336	11/9/20					
70341	11					
70349	11					
70350	11					
70301	10/9/20	11153	13196	P N	14/9/20	
68904	21/7/20	11154	13197	P N	11	
69968	31/8/20	11155	13198	7 7	11	
70387	14/9/20	11156	13199	7 7	11	

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes/ No	PO closed Yes/ No	Remarks
70372	12/9/20	11157	13200	Yes/ No	Yes/ No	14/9/20
70068	4/9/20	11158	13201	Yes/ No	Yes/ No	14/9/20
70321	10/9/20	11159	13202	Yes/ No	Yes/ No	14/9/20
70414	15/9/20	11160	13203	Yes/ No	Yes/ No	15/9/20
70254	8/9/20					
70362	12/9/20					
70379	11/9/20					
70433	15/9/20					
70439	11/9/20					

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	PO closed Yes	Remarks
70091	6/9/20	11059	13084	Yes No	Yes	8/9/20
70095	11	11161	13204	Yes No	Yes	15/9/20
69680	8/8/20					
69255	28/8/20					
70046	2/9/20					
70053	✓	✓ 1103048	13122	Yes No	Yes	9/9/20
70054	✓	✓ 1103048	13121	Yes No	Yes	9/9/20
70074	3/9/20					
70075	✓	11026	13055	Yes No	Yes	5/9/20

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	PO closed Yes	Remarks
70003	1/9/20	10995	13024	Yes/No	Yes	4/9/20
70006	11	10998	13027	Yes/No	Yes	11
70037	2/9/20	10999	13028	Yes/No	Yes	11
69884	28/8/20	11000	13029	Yes/No	Yes	4/9/20
70033	2/9/20	11001	13030	Yes/No	Yes	11
70088	3/9/20	11004	13033	Yes/No	Yes	11
69679, 69687	31/8/20	11007, 11007	13036	Yes/No	Yes	11
69771	24/8/20	11008	13037	Yes/No	Yes	11
70090	4/9/20	11162	13205	Yes/No	Yes	15/9/20

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	PO closed Yes/ No	Remarks
70294	16/9/20	11188	13241	Yes/ No	Yes/ No	16/9/20
70065	21/9/20	11189	13242	Yes/ No	Yes/ No	
70441	16/9/20					
70443	11					
70446	11					
70448	11					
70447	0					
70456	11					
70458	11					

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PONo.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes ☐ No ☒	PO closed Yes ☐ No ☒	Remarks
69928	20/8/20	11178	13231			16/9/20
70198	7/9/20	11179	13232	✓	✓	
69926	28/8/20	11180	13233	✓	✓	
69021	22/7/20	11181	13234	✓	✓	
70414	15/9/20	11182	13235	✓	✓	
69998	1/9/20	11183	13236	✓	✓	
69668	19/8/20	11185	13237	✓	✓	
70118	5/9/20	11186	13239	✓	✓	
70294	10/9/20	11187	13240	✓	✓	

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		PO closed	R
				Yes	No		
70014	11/9/20	11165	13213			Yes	16/9/20
70429	15/9/20	11165	13214	✓		✓	✓
70258	8/9/20	11166	13215	✓		✓	11
70422	15/9/20	11167	13216			✓	11
69740	21/8/20	11171	13220	✓		✓	11 Std
70255	8/9/20	11171	13224			✓	11
70254	11	11173	13226	✓		✓	✓
69601	13/8/20	11174	13227			✓	11
70002	11/9/20	11177	13230	✓		✓	✓

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes/ No	PO closed Yes	Remarks
70391	14/9/20					
70393	"	11167	13217	Y	Y	16/9/20
70394	"					
70396	"	11168	13217	Y	Y	16/9/20
70397	"					
69271	29/2/20	Sw 3216	13206	P	N	16/9/20
66197	2/3/20	Sw 3217	13208	P	N	" - After order
66326	4/3/20	Sw 3219	13209	Y	Y	"
69271	29/7/20	Sw 3221	13211	P	N	"

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 Yes/ No	PO closed Yes	Remarks
70435	15/9/20					
70436	✓					
70440	11	11170	13219	✓	✓	16/9/20
70377	12/9/20					
70378	✓					
70377	✓	11176	13229	✓	✓	16/9/20
70380	✓	11163	13212	✓	✓	16/9/20
70381	✓					
70390	14/9/20					

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 accordingly. 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	PO closed Yes	Remarks
70331	10/9/20	11172	13225	Yes No	Yes	16/9/20
70336	11/9/20					
70341	11					
70349	11					
70350	12					
70301	10/9/20	11153	13196	P N	P N	14/9/20
68904	21/7/20	11154	13197	P N	P N	14
69968	31/8/20	11155	13198	7 7	7 7	14
70389	14/9/20	11156	13199	7 7	7 7	14

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	PO closed Yes/ No	Remarks
70284	9/9/20	11147	13190	Yes/ No	Yes/ No	12/9/20
70045	2/9/20	11148	13191	P	N	✓
70312	10/9/20	11149	13192	P	N	12/9/20
70363	12/9/20	11150	13193	✓	✓	12/9/20
70040	2/9/20	11151	13194	✓	✓	✓
70311	10/9/20	11152	13195	P	N	12/9/20
70298	✓					
70310	11					
70330	✓	11175	13228	✓	✓	16/9/20

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 Yes No	PO closed Yes	Remarks
70173	7/9/20	11075	13111			9/9/20
70176	11					
70188	11	11184	13237			16/9/20
70247	8/9/20	11076	13107			9/9/20
70214	9/9/20	13220	13210			16/9/20 2:15
70233	8/9/20	11192	13185			12/9/20
70234	11	11124	13167			11/9/20
70236	11					
70238	11					

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	PO closed Yes	Remarks
69936	28/8/20	10945	12966	Yes/No	Yes	11/9/20
68919	18/8/20	10946	12967	Yes/No	N	11
69772	24/8/20	10948	12969	Yes/No	Y	11
69774	11	10950	12971	Yes/No	Y	11
69805	25/8/20	10951	12972	Yes/No	N	11
69606	15/8/20	10952	12973	Yes/No	N	11/9/20
69481	11/8/20	10953	12974	Yes/No	N	11
68678	9/8/20	10954	12975	Yes/No	Y	11
69974	31/8/20	11190	13243	Yes/No	Y	16/9/20 Cat ✓. done

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	PO closed Yes ☒ No	Remarks
69026	22/7/20	3217	13267		Yes ☒ No	16/9/20 Winder
68891	16/7/20	10481	12460	Y	Y	25/7/20
69096	24/7/20	10486	12465	Y	Y	—
69105	—	10494	12473	Y	Y	27/7/20
69106	—	10677	12663	Y	Y	8/8/20
69108	—	10502	12481	Y	Y	27/7/20
69111	—	10522	12502	Y	Y	28/7/20
69116	—	10521	12501	Y	Y	
69119	25/7/20	10491	12470	Y	Y	27/7/20

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	PO closed	Remarks
68588	3/7/20	10226	12183	Yes/No	Yes	9/7/20
68487	1/7/20	10232	12191	Yes/No	Yes	9/7/20
68520	"	10243 10228	12202	Yes/No	Yes	9/7/20
68474	30/6/20	10245	12204	Yes/No	Yes	9/7/20
68484	1/7/20	10246	12205	Yes/No	Yes	9/7/20
68430	30/6/20	10255	12214	Yes/No	Yes	9/7/20
68336	26/6/20	10256 10256	12215	Yes/No	Yes	9/7/20
68736	9/7/20	For 3214	13221	Yes/No	Yes	16/9/20
68740	2	10848	12853	Yes/No	Yes	68740 25/8/20

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		PO closed	Remarks
				Yes	No	Yes	
70245	8/9/20	11214	13268				17/9/20
70374	12/9/20	11215	13269	✓		✓	11
70353	11	11216	13270	✓		✓	11
70355	11	11217	13271	✓		✓	11
69918	28/8/20	11218	13272	✓		✓	✓
70513	17/9/20	11219	13273	✓		✓	✓
70520	11	11220	13274	✓		✓	✓
70434	15/9/20	11221	13275	✓		✓	✓
69416	7/7/20	11222	13276			✓	✓

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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 ☐	PO closed Yes ☐ No ☒	Remarks
69559	11/8/20	11197	13253			17/9/20
70311	10/9/20	11200	13254	☒	☒	☒
-	-	-	13252	-	-	called him to double check 13252
70235	8/9/20	11201	13255	☒	☒	17/9/20
70264	☒	11203	13257	☒	☒	☒
70386	14/9/20	11204	13258	☒	☒	☒
70382	14/9/20	11206	13260	☒	☒	☒
70667	21/9/20	11208	13262	☒	☒	☒
70241	8/9/20	11213	13267	☒	☒	☒

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes No	PO closed Yes	Remarks
70478	16/9/20	11195	13251	Yes No	Yes	17/9/20
70482	11					
70484	12					
70532	17/9/20					
70387	14/9/20	11193	13246	Yes	Yes	17/9/20
70382	11	11195	13248	Yes	Yes	12
70383	12	11194	13247	Yes	Yes	12
70388	11	11192	13245	Yes	Yes	17/9/20
70144	5/9/20	11196	13249	Yes	Yes	12

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	PO closed Yes	Remarks
70459	16/9/20					
70462	11					
70444	11					
70445	11					
70452	11					
70457	11					
70463	11					
70466	11					
70469	11	11198	13250	1	1	12/9/20

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 Yes/ No	PO closed Yes/ No	Remarks
70294	16/9/20	11188	13241	No	Yes	16/9/20
70065	21/9/20	11189	13242	P	N	
70441	16/9/20					
70443	11					
70446	11					
70448	11	11210	13263	7	7	15/9/20
70447	0	11212	13265	7	7	11
70456	11					
70458	11					

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		PO closed	Remarks
				Yes/	No	Yes	
70391	14/9/20						
70393	11	11167	13218	Y		Y	16/9/20
70395	11	11211	13264	Y		Y	17/9/20
70396	11	11168	13217	Y		Y	16/9/20
70397	11						
69271	29/8/20	Sw 3216	13206	P		N	16/9/20
66197	2/3/20	Sw 3218	13208	P		N	11 - Thursday
66326	4/3/20	Sw 3219	13209	Y		Y	11
69271	29/9/20	Sw 3221	13211	P		N	12

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	PO closed Yes	Remarks
70435	15/9/20					
70436	11					
70440	11	11170	13219	1	1	16/9/20
70377	12/9/20					
70378	11					
70377	11	11176	13229	1	1	16/9/20
70380	11	11163	13212	1	1	16/9/20
70381	11	11202	13256	1	1	17/9/20
70390	14/9/20					

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	PO closed Yes/ No	Remarks
70239	8/9/20	11209	13266	No	Yes	17/9/20
70151	7/9/20	11065	13101	P	N	9/9/20
70197	11	11070	13102	Y	Y	11
70192	11	11073	13105	P	N	11
70176	11	11074	13106	Y	Y	11
69844	26/8/20	11079	13110	P	N	11
70188	7/9/20	11080	13112	P	N	11
70188	11	11081	13113	P	N	11
69677	25/8/20	11082	13114	P	N	11

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PO No.	PO Date	DC No.	Invoice Nos	Material fully delivered Yes/ No	PO closed Yes	Remarks
69977	31/8/20	11010	13039	Yes/ No	Yes	4/9/20 cancel
70006	11/9/20	10997	13026	P	N	4/9/20
70007	✓	10996	13025	✓	✓	4/9/20
70015	✓	11057	13082	✓	✓	8/9/20
70023	✓	11044	13088	P	N	8/9/20
70038	✓	10971	12792	✓	✓	2/9/20
70040	21/9/20	11003	13032	P	N	4/9/20
70042	✓	11002	13031	✓	✓	4/9/20
70093	✓	11205	13259	✓	✓	17/9/20

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	PO closed Yes	Remarks
69080	24/7/20	10665	12651		Yes	7/8/20
69318	31/7/20					
69416	7/8/20	11191	13245		N	17/8/20
69418	"	10743	12739		N	14/8/20
69466	"	10666	12652		Y	8/8/20
69467	"	10713	12699		Y	11/8/20
69468	"					
69438	6/8/20	10667	12653		N	8/8/20
68982	11/7/20	10668	12654		Y	8/8/20

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