



## MACHINE CHECKLIST

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Time: \_\_\_\_\_ AM ( ) PM ( )

Customer Name: \_\_\_\_\_

Customer Address: \_\_\_\_\_

### FOR PICK-UP/DELIVERY

Driver Name: \_\_\_\_\_ Vehicle: \_\_\_\_\_ Plate: \_\_\_\_\_

#### Machine Information

Name: \_\_\_\_\_ Model: \_\_\_\_\_ Serial No. \_\_\_\_\_

### Checking Points:

1 \_\_\_\_\_

6 \_\_\_\_\_

2 \_\_\_\_\_

7 \_\_\_\_\_

3 \_\_\_\_\_

8 \_\_\_\_\_

4 \_\_\_\_\_

9 \_\_\_\_\_

5 \_\_\_\_\_

10 \_\_\_\_\_

### Remarks

### Signed

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Checked By: \_\_\_\_\_

Date: \_\_\_\_\_

Noted By: \_\_\_\_\_

Date: \_\_\_\_\_

Confirmed By: \_\_\_\_\_

### Acknowledgement

*Received the above mentioned machinery in good conditions, working, and complete.*

Received By: \_\_\_\_\_

Date: \_\_\_\_\_