# 成品发货通知单

文件编号： NO.:

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 发文部门 | |  | | 发文人 | |  | | | 发文日期 | | |  |
| 收文部门 | | □ 财务部 □ 仓库 | | | | 财务部确认 | | | □已收到款 □未收到款 | | | |
| 是否发货 | | * 是 □暂不发货 | | | | 财务人员签字 | | |  | | | |
| 客户名称 | |  | | | | | | | 联 系 人 | |  | |
| 收货地址 | |  | | | | | | | 联系电话 | |  | |
| 收 货 人 | |  | | 收货人电话 | |  | | | 传 真 | |  | |
| 要求发货日期 | |  | | | | 提货方式 | | | □ 自提 □发货 | | | |
| 发货方式 | | □ 快递 □ 航空 □ 货运 □ 其他： | | | | | | | | | | |
| 序号 | 产品编号 | | 产品名称 | | 规格型号 | | 发货数量 | 单位 | | 备注 | | |
| 1 |  | |  | |  | |  |  | |  | | |
| 2 |  | |  | |  | |  |  | |  | | |
| 3 |  | |  | |  | |  |  | |  | | |
| 4 |  | |  | |  | |  |  | |  | | |
| 5 |  | |  | |  | |  |  | |  | | |
| 6 |  | |  | |  | |  |  | |  | | |
| 7 |  | |  | |  | |  |  | |  | | |
| 8 |  | |  | |  | |  |  | |  | | |
| 9 |  | |  | |  | |  |  | |  | | |

审核人： 审核日期：

批准人： 批准日期：