OKLAHOMA DEPARTMENT OF CORRECTIONS

INST. _____

DEPT. _____ Date _____

RECEIVING MEMORANDUM

THIS IS TO CERTIFY that the following merchandise has this date been received as listed below:

	No.	Unit	KIND OF MERCHANDISE
Vendor Name			
Street			
City			
State			
Purchase Order Number			

Acknowledgement of receipt of this memorandum:

_____

Agency Employee Verifying Receipt