Arizona Courtlines, Inc. (ACI)
8742 North 78TH Avenue
Peoria, Arizona 85345

Phone 623.939.8126
Fax 623.939.2526
info@arizonacourtlines.com

DELIVERY RECEIPT

Project Name …….. _____

Project Address …….. _____

Project City, State, Zip …… _____

DELIVERED BY:		RECEIVED BY:	
Company …..	_____	Company …..	_____
Name …….	_____	Name …….	_____
Signature …..	_____	Signature …..	_____
Date …….	_____	Date …….	_____

ITEMS DELIVERED IN ACCEPTABLE CONDITION

Item Quantity	Item Description:	Item Quantity	Item Description:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ITEMS NOT ACCEPTED DUE TO DAMAGE
(FOR DELIVERIES BY ACI ONLY)

Item Quantity	Item Description:	Description of Damage:	Required by (Date):
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ITEMS TO DELIVER/SHIP AT A LATER DATE
(DO NOT INCLUDE DAMAGED ITEMS LISTED ABOVE)

Item Quantity	Item Description:	Required by (Date):
_____	_____	_____
_____	_____	_____
_____	_____	_____

FOR ITEMS SHIPPED TO YOU: ACI is not responsible for items lost or damaged during shipping. You must report (claim) any missing or damaged items to the shipping carrier within seven days of delivery. Do not discard any items, packing materials or boxes. ACI will not be held responsible for project delays and costs incurred due to items lost or damaged during shipping or items damaged during installation.
FOR ITEMS DELIVERED BY ACI: You must report by facsimile all missing items and hidden damage to ACI within 72-hours of delivery or ACI will not replace or repair items. Your report of missing or damaged item(s) must be detailed and explain the exact part or parts missing or damaged. Your report of damaged item(s) must be detailed and explain the exact damage (dent, scratched finish, etc.). Damaged item reports must also state whether or not the item can be repaired on site and if so what the cost would be. Allow at least ten business days for ACI to repair, arrange repair or replace item(s).

♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦ **END OF DELIVERY RECEIPT** ♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦♦