

Delivery Acceptance Note

KORENA LEGAL TEMPLATE LIBRARY

HOW TO USE Use this when your slabs arrive. Check the wood against your order, tick the boxes, add a quick note if anything looks wrong, and sign. Takes two minutes. Fill in the white boxes. Grey italic text is just an example of the format.

Starter template, not legal advice. Signing confirms what physically arrived. It does not waive your legal rights, including a consumer's legal guarantee of conformity, if a fault appears later.

1. Your order

Field	Details
Order / invoice number	[e.g. KOR-2026-0184]
Slab ID(s)	[e.g. SLB-0412, SLB-0413]
Delivery date	[e.g. 14 March 2026]
Your name	[e.g. Smith Woodworks GmbH, Berlin]

2. What arrived

- ☐ All slabs on my order were delivered.
- ☐ Packaging looked intact (no tears, crush, or water).
- ☐ The wood looks like my order (right species, no obvious breakage).

3. Anything wrong?

If anything is damaged, missing, or not as described, take photos before you unpack further and note it here. Then send us a Damage / Discrepancy Report.

- ☐ Everything looks fine.
- ☐ There is a problem (note below and photograph it).
 - Notes: [e.g. crack on left edge of SLB-0412, photos taken]

Tip: if you can see damage at the door, ask the driver to write "received with reservation - damage visible" on the delivery note before you sign for them.

4. Sign

Name:

Signature:

Date:

Last reviewed: 2026-06-27 - Next review: before operational use.