**UMCP PHYSICAL DISTRIBUTION CENTER PICK-UP FORM AND RECEIPT**

**CENTRAL SHIPPING**  **STORES/CENTRAL RECEIVING**  **TERRAPIN TRADER**

|  |  |
| --- | --- |
| TOTAL NUMBER OF ITEMS  Quantity    Unit    Approx. Wt.    DESCRIPTION  Yes      No,    GS#  PO#      Terrapin Trader #      REFERENCE    Reason for Return    Packaged:    Authorize Unpackaged Pick  -  up    PICK  -  UP MADE    Driver: Date:  Number of Items Picked Up …………. | SHIP TO  Attn:  Phone  FREIGHT CHARGES  Prepaid (KFS #)  Amount  Collect (By Authorization Only)  Vendor Pick-Up  RMA #  SHIPPING INFORMATION    Value    Shipped Via    Date of Shipment    Actual Weight    Shipper's Number    Shipped by |

Department

Building

Room

Requested

Phone

Fax

Completed by

Date

PICK

-

UP INFORMATION

PHDSTR

-

11](8/02)

REV