Receiving Log

Instructions: Use this log for inspecting deliveries for food safety and food quality. It is not necessary to check each and every item. Record temperatures of potentially hazardous foods and/or perishable items such as vacuum packaged produce. Record any corrective action taken. Corrective action would include refusing products that are not delivered in sanitary condition and/or products that reveal signs of temperature abuse or mishandling. Use "F" to designate if the product is in a frozen state.

Date	Time	Temperature (F if Frozen)	Company	Product Name	Corrective Action	Initials