Feed & Nutrition | CHECKLIST

Feed Receiving Checklist

A receiving checklist for feed deliveries. Staff use it at the dock or bin to confirm the load matches the order and is safe to unload.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Order matched to delivery ticket	☐	☐	☐
Truck and trailer clean	☐	☐	☐
Seals intact on the load	☐	☐	☐
Product name and lot confirmed	☐	☐	☐
Appearance and smell normal	☐	☐	☐
Weight ticket obtained	☐	☐	☐
Correct bin or tank assigned	☐	☐	☐
Hoses and connections checked	☐	☐	☐
Paperwork filed after unloading	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Refuse or set aside any load that looks wrong, and call the supplier before mixing it with other feed.