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**For office use:**

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*Work No:*

*Date of receipt of sample:*

*Date of commencement of work:*

*Due date:*

*Assigned to:*

*Sample receipt : By Courier/ Direct*

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*Type of specimen:*

*Sample condition: Good/ Poor*

*Quotation No:*

*Estimate:*

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**Payment details:**

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*Advance amount:*

*Payment mode:*

*Balance Amount:*

*Payment mode: Cash/ NEFT/ DD/ Cheque:*

*DD/ Cheque No/ Transaction ID:*

*Bank name:*

*Branch:*

*Sample received by:*

*Name and Signature:*