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| **Date** | **Supplier** | **Product and quantity** | **Condition** | **Date code** | **Temp (°C)** | **Accept/ reject** | **Comment** | **Signed** |
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**Notes:** All deliveries of food should be checked immediately.

Chilled foods should be below 5°C.

All frozen products should be frozen hard.

Ensure the probe thermometer is clean and sanitised before and after every use.