



DELIVERY SUPPORT REPORT

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PROJECT
Brickell Office Refresh

CLIENT
NorthStar Fixture Solutions

LOCATION
Miami, FL

VISIT DATE
Sep 29, 2026

VISIT OBJECTIVE

Attend scheduled commercial delivery, document arrival, package counts and visible condition, and record exceptions against the client-provided packing list.

DELIVERY STATUS

Received

PALLETS EXPECTED

12

PALLETS OBSERVED

12

EXCEPTIONS

1

DELIVERY TIMELINE

- **09:42 AM** GroundRep arrived; checked in with site contact.
- **10:03 AM** Carrier arrived at designated receiving area.
- **10:11 AM** Unload began; pallets counted as removed from trailer.
- **10:36 AM** Visible damage noted on pallet #07; photos captured.
- **10:51 AM** Unload complete; 12 pallets observed.
- **11:04 AM** BOL / receiving documents photographed; visit closed.

SHIPMENT DETAILS

CARRIER	Southeast Freight
TRAILER	53' Dry Van
BOL	SEF-883104
CLIENT PO	PO-77124
SITE CONTACT	M. Alvarez
RECEIVING AREA	Loading Dock B

KEY DELIVERY PHOTOS

01 DELIVERY ARRIVAL



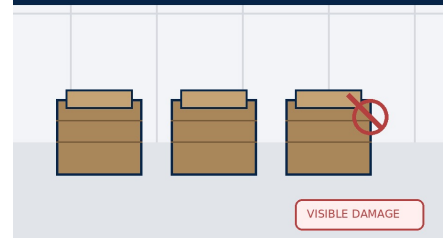
Carrier arrival at Dock B

02 PALLET COUNT



12 pallets observed after unload

03 DAMAGE DOCUMENTATION



Pallet #07: crushed corner / torn wrap

PACKING LIST RECONCILIATION

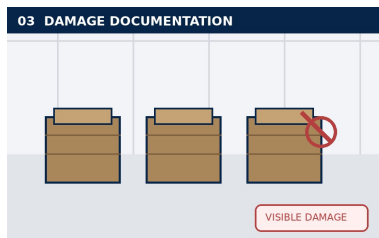
#	ITEM / DESCRIPTION	EXPECTED	OBSERVED	STATUS
1	Workstations - boxed components	4 pallets	4 pallets	Received
2	Task chairs - cartons	3 pallets	3 pallets	Received
3	Conference furniture	2 pallets	2 pallets	Received
4	Storage / casegoods	2 pallets	2 pallets	Received
5	Hardware / accessory cartons	1 pallet	1 pallet	Received

EXCEPTION DOCUMENTED

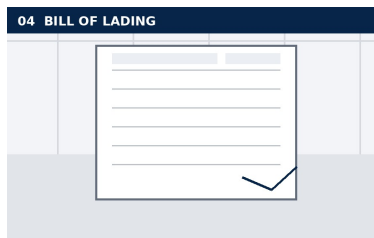
Pallet #07 - visible corner damage

Outer carton and stretch wrap showed a crushed lower-right corner at the time of unloading. No internal condition was assessed. The condition was photographed and relayed to the client for review.

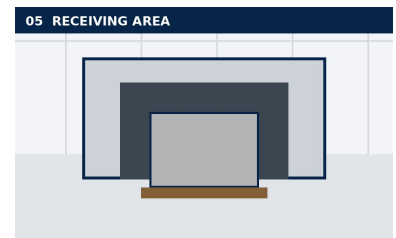
SUPPORTING PHOTO LOG



03. Pallet #07 - visible exterior damage



04. Bill of lading / receiving document



05. Receiving area after unload

RECEIVING CHECKLIST

- ✓ Carrier matched scheduled appointment window
- ✓ Site contact present / access available
- ✓ 12 pallets observed during unload
- ✓ BOL photographed
- ! 1 visible condition flagged for client review

CLIENT REVIEW

- 1 Review pallet #07 photos.
- 2 Confirm whether carrier claim is required.
- 3 Confirm disposition before installation.