

New-tool arrival record

Match what you ordered with the tools and instructions received.

Keep packaging, photos and open enquiries with this record. Resolve a discrepancy before use, then follow the model and workplace instructions.

Delivery notes

Order and arrival date

Confirmation reference and date received

Selected items

Each ordered option, component and stated inclusion

Received identity and count

Each received tool, supplied label and identifying details

Visible observation

Condition or discrepancy and relevant photo references

Instruction source

Supplied model instructions or the source still needed

Open enquiry

The exact question, contact and response still needed

Agreed next step

The instructions received and action still to complete

Print and write, or fill in a PDF viewer and save your own copy.

Keep longer notes on an attached page. This file does not send your notes to the site.

Guide: 10 Checks When Your New Scissors Arrive

<https://www.barberscissors.com.au/shear-selection/checking-new-barber-scissors/>