Food lot traceability template

Business name: _____ **Location (premises, vehicle):** _____ **Year, month:** _____

One step back: write the product, the supplier and the lot number exactly as they appear on the label or delivery note. One step forward: write the batch or dish it went into and every business customer you supplied. Sales to final consumers are not recorded here. Keep the delivery notes with this sheet.

Delivery date	Product	Supplier (name, phone)	Delivery note, invoice no.	Lot or batch no.	Use-by, best-before	Quantity	Used in (batch, dish, date)	Supplied to business (name, date, quantity)	Recorded by