



BADAC DOCUMENT TRANSMITTAL FORM

This is to acknowledge the receipt of the documents / forms listed below from [insert name of authorized BADAC representative] this [insert date / MM-DD-YYY] at [insert time / HH:MM], [insert address / location where documents were received].

NO.	TYPE OF DOCUMENT / FORM [Example: Executive Order, Attendance Sheet]	QUANTITY [Example: 2 copies]	PURPOSE [Example: MOV for indicator number 1 "Is BADAC composed of at least seven (7) members"]	REMARKS [Example: needs other supporting documents]
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Noted by BADAC Chairperson

Date
Received

Received
By:

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FULL
NAME

SIGNATURE

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STAMP
AND
SIGNATURE
OF
RECEIVER