FSC UK
uk.fsc.org

Guidance based on FSC-STD-40-004 V3-1 EN. Please check connect.fsc.org/document-centre for updates.

To order copies of this checklist, please contact us.

FSC®F000231

Is it FSC®? Delivery Checklist

Delivery Note

1

Delivery Note Number: 010856
Order Date: 01.07.2026
PO Number: 486259
Delivery Note Date: 07.07.2026

From:	To:
The Responsible Timber Merchants Ltd. Unit 6 Wood Lane Oakton OK15 9AL Email: sales@trtm.co.uk Phone: 01999111222	Construction with Conscience Unit 18, Strict Criteria Industrial Estate Procurement upon Thames PC19 8BL Email: purchase@cwc.co.uk Phone: 01999111333

2

3

4

SKU Code	Description	Qty
147986	Timber CLS 50mm x 75mm x 4.8m	20
148999	6mm Standard MDF board FSC®Mix 70%* 1220 x 2440mm x 6mm	150

Notes:

Where FSC-certified materials are specified, our FSC certificate code is TC-COC-000212

5

Only items marked with * are supplied as FSC certified.

6

Please check the delivery received corresponds with the description and sign below:	
Name:	Signature:

SAMPLE

Invoice/Delivery Note Checklist

FSC Chain of Custody Certificate Holders must have procedures in place to check suppliers' sales and/or delivery documentation.

Documents issued for products which you receive with FSC claims must include the following information:

For full FSC Chain of Custody requirements see FSC-STD-40-004.

To check the validity of FSC certificate codes please refer to: search.fsc.org

This guide is intended to supplement your organisation's own internal procedures.

Document date

1 ✓

Name, address and contact details

- Supplier
- Customer

2 ✓

Product

- Name
- Description

Check material types received conform to the documentation

3 ✓

Quantity delivered

Check that quantities received conform to the documentation

4 ✓

The supplier's FSC certificate code and/or FSC Controlled Wood code

e.g. XX–COC–XXXXXX for FSC-certified products

XX–CW–XXXXXX for Controlled Wood products

5 ✓

Clear indication of FSC claim:

FSC 100% / FSC Mix x% / FSC Recycled x% / FSC Mix Credit / FSC Recycled Credit / FSC CFM / FSC Controlled Wood

6 ✓