

TELEPHONE SALES ORDER

Sold To:	Ship To:

Date: _____

Order Number: _____

Customer #	Terms	Salesperson	Ship Week Of	Ship Via	F.O.B.	Routing	Your Order No.

Item	Quantity	Description	Date Required	Unit Count	Unit Price	Amount

Subtotal:	
Tax:	
Shipping & Handling:	
Total:	

Shipped: _____

Date: _____

Comments: _____