

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: _____