

SALES ORDER

Company Name
123 Business Road
City, State, Zip

Order #: _____

Date: _____

Customer Info:

Name: _____

Address: _____

Phone: _____

Shipping Info:

Method: _____

Tracking: _____

Terms: Due on Receipt

Description	Qty	Unit Price	Amount

Subtotal: \$ _____

Tax: \$ _____

Shipping: \$ _____

Total: \$ _____

Thank you for your business!

Notes: _____