**Telephone Sales Order Form**

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PO #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- |
| **Ship To** |  | **Ship From** |
| Name: |  | Name: |
| Address: |  | Address: |
| Phone #: |  | Phone #: |
| Date: |  | Terms: |

|  |  |  |  |
| --- | --- | --- | --- |
| **Quantity** | **Part Number** | **Description** | **Unit Price** |
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|  |  |  |  |

|  |  |
| --- | --- |
| **Subtotal** |  |
| Tax $ |  |
| Discount |  |
| Shipping Fee |  |
| **Total** |  |

|  |
| --- |
| **Terms and Conditions** |
|  |
|  |