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ORDER FORM

INTERNAL USE ONLY

invoice #	date	contact	order type	sales person
p.o.#	pages	contact phone	invoice status	date shipped
sold to:		home phone	ship to	
address		work/cell	address	
city	state	zip	tax	city state zip

qty.	E X A M P L E	description	OAH	unit price	total price	tax
2		Riviera Chandelier	62"	795	1580	
2	finish	BNR		85	170	
12	shade	Ivory linen clip on		22	264	
	finish	glass				
	shade	location				
	finish	glass				
	shade	location				
	finish	glass				
	shade	location				
	finish	glass				
	shade	location				
	finish	glass				
	shade	location				

special instructions	deposit required 1/3	subtotal
	shipping	
terms		discount 10% over \$3,500
		discount subtotal
		tax
approved _____	date _____	total
Where did you hear about us? _____		payments
		balance due <input type="text"/>

Please see other side for terms and conditions