



ORDER FORM # _____ OF _____

Seller's First Name										Seller's Last Name										Seller's Phone Number									
School / Organization										Grade / Team					Room Number					Chairperson / Teacher									

DO NOT WRITE IN RED INK

Keep pink copy &
return white & yellow
to Chairperson

When ordering more than 3 items,
please use the next line.

		Selection #1					Selection #2					Selection #3												
	Customer Name , Email Address & Phone Number	Item Description (name & color)	Item Number	Item Qty.	Item Price Each	Total Price	Item Description (name & color)	Item Number	Item Qty.	Item Price Each	Total Price	Item Description (name & color)	Item Number	Item Qty.	Item Price Each	Total Price	Total Items Sold	Total Due						
	Jane Smith jsmith@email.com 123-555-1234	Salad Shaker	210FF	3	\$10	\$30	Fresh Selects 17 Piece Set	432FF	1	\$32	\$32	Drawstring Animal Lunch Bag (Monkey)	4200KFF402	1	\$18	\$18	5	\$80						
1					\$	\$				\$	\$				\$	\$		\$						
2					\$	\$				\$	\$				\$	\$		\$						
3					\$	\$				\$	\$				\$	\$		\$						
4					\$	\$				\$	\$				\$	\$		\$						
5					\$	\$				\$	\$				\$	\$		\$						
6					\$	\$				\$	\$				\$	\$		\$						
7					\$	\$				\$	\$				\$	\$		\$						
8					\$	\$				\$	\$				\$	\$		\$						
FOR CHAIRPERSON USE ONLY!		DO NOT WRITE IN RED INK					PLEASE COMPLETE YOUR ORDER BY FILLING OUT THE BOXES BELOW										Please Total your Order Form			\$				
TOTAL \$ TURNED IN							\$	Total # OF ALL ORDERS					TOTAL ITEMS ORDERED ON ALL FORMS					TOTAL \$ OF ALL FORMS						
TOTAL ITEMS SOLD																		\$						