

Create Sales Orders

Main Formatting Reports

Find New Save Delete Create a Copy Mark As Print Email Print Later Email Later Attach Create Invoice Create Purchase Order

CUSTOMER JOB: **Sanout Brewing Company** CLASS: TEMPLATE: **IGI Sales Orders**

Sales Order

✓ INVOICED IN FULL

DATE: 08/08/2019 BILL TO: **3** SHIP TO: **4**
 S.O. NO: Serious Brewing Co 116 Cavemis Rd
 116 Cavemis Rd Howes Cava, NY 12092

S.O. NO	TERMS	SALES REP	SHIP VIA	BOX LABEL	SHIP NOTES	INVOICE NOTES	ORDER NOTES	DATE	PRINT
C19343		1031						08/08/2019	

ITEM	QTY	DESCRIPTION	PRICE	AMOUNT	AMOUNT	CLAS
C-85	300	BLUE DUCK C19343/DK BLUE	1.50	450.00	300	✓
CLART	1	TOOLING CHARGE	150.00	150.00	1	✓

CUSTOMER MESSAGE: **600.00**

Additional Customization

SELECTED TEMPLATE: **IGI Sales Orders** Template is inactive

Header	Columns	Footer	Print
S.O. No.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	S.O. No.
Bill To	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Bill to:
Ship To	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ship To
P.O. No.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	P.O. No.
Terms	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Terms
Due Date	<input type="checkbox"/>	<input type="checkbox"/>	Due Date
REP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Sales Rep
Account Number	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Account #
Ship Date	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ship Date
Ship Via	<input type="checkbox"/>	<input type="checkbox"/>	
FOB	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Frgt Terms
Project/Job	<input type="checkbox"/>	<input type="checkbox"/>	
Other	<input type="checkbox"/>	<input type="checkbox"/>	
AR Notes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	AR Notes
Cust Ship Via	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Cust Ship Via
Box Label	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Box Label
Shipping Notes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ship Notes
Invoicing Notes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Invoice Notes
Order Notes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Order Notes

Sales Order 8/8/2019 **3** 8/8/2019

Handwritten Signature

INVOICED IN FULL

Item	Qty	Street	City	Description
C-85	300			BLUE DUCK C19343/DK BLUE
CLART	1			TOOLING CHARGE

PLEASE CHECK YOUR ORDER UP ON BACKUP Any discrepancy must be reported within 30 days of
 the date the order is printed. There is no refund or exchange after 30 days. NO CASH REFUND.

INCL 85	450.00	SALES TAX	1031	600.00
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Print Preview...