

ORDER FORM

PRINT CLEARLY

FIRST NAME

(PRINT ALL IN CAPITAL LETTERS INSIDE BOX)

LAST NAME

Organization/School

Team/Grade

Coach/Teacher



INSTRUCTIONS FOR PLACING ORDER

Print your customer's name and phone number.

For each item selected, fill in the item code, description, quantity, price, item total and customer total
Once a customer has paid, check off the "Paid" box

USE ONE LINE FOR EACH ITEM ORDERED. SEE EXAMPLE BELOW.

CREDIT CARDS NOT ACCEPTED

CUSTOMER NAME AND PHONE #		ITEM CODE				DESCRIPTION	QTY	PRICE	ITEM TOTAL (quantity x price)	CUSTOMER TOTAL (all items)	PAID
X	John Dough (555) 555-5555	D	1	0	0	Chocolate Chunk Cookies	2	\$30.00	\$60.00		
X	"" ""	D	1	0	9	Plain Butter Tarts	3	\$17.50	\$52.50	\$112.50	✓
1											
2											
3											
4											
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17											
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19											
20											

NUMBER OF
ORDER FORMS
USED

FORM

OF



TOTAL AMOUNT
TO COLLECT
THIS FORM

THANK YOU FOR YOUR SUPPORT

TOTAL \$ COLLECTED
FROM THIS PARTICIPANT