

# Your Company

*Services and Products*

123 Anystreet  
Your City, ST 12345

**CALL TOLL FREE**  
**1-123-4567**

Phone: (123) 456-7890  
FAX: (123) 456-7890

**FIRST IN QUALITY AND SERVICE**

Customer's					
Order No. _____		Date _____		20____	
Name _____					
Address _____					
City _____			Zip _____		
SOLD BY	CASH SALE	CHARGE SALE	PAID ON ACCT.	MDSE. RETD.	PAID OUT
QUAN.	DESCRIPTION		PRICE	AMOUNT	
			SALES TAX		
			TOTAL		

REC'D BY \_\_\_\_\_ SIGNATURE \_\_\_\_\_ PRINT NAME \_\_\_\_\_