**Order Confirmation Form Online**

### **Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Company Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

### **Customer Information**

**Customer Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Shipping Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

### **Order Reference Details**

* **Order ID: \_\_\_\_\_\_\_\_\_\_\_\_**
* **Order Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Expected Delivery Date: \_\_\_\_\_\_\_\_\_\_\_\_**
* **Payment Status: ☐ Paid ☐ Pending ☐ Cash on Delivery**

### **Product List**

| **Item Name** | **Product Code** | **Qty** | **Price per Unit** | **Total** |
| --- | --- | --- | --- | --- |
|  |  |  | **$\_\_\_\_\_\_\_\_\_** | **$\_\_\_\_\_\_\_** |
|  |  |  | **$\_\_\_\_\_\_\_\_\_** | **$\_\_\_\_\_\_\_** |
|  |  |  | **$\_\_\_\_\_\_\_\_\_** | **$\_\_\_\_\_\_\_** |

**Subtotal: $\_\_\_\_\_\_\_\_\_  
Shipping Fee: $\_\_\_\_\_\_\_\_\_  
Total Payable: $\_\_\_\_\_\_\_\_\_**

### **Delivery Information**

**☐ Standard Shipping (5-7 days) ☐ Expedited (2-3 days) ☐ Same-Day Delivery (if available)**

### **Payment Options**

**☐ Credit/Debit Card ☐ PayPal ☐ Bank Transfer ☐ Other: \_\_\_\_\_\_\_\_\_\_\_\_**

### **Customer Confirmation**

**☐ I confirm that the details of this order are accurate and correct.**

**Customer Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_  
Company Representative Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**