CUSTOMER	ORDER #
	JOB/LOGO

ORDER DATE / /	DATE COMPLETED / /	ITEM(s)	TOTAL ORDER: $
DUE DATE / /	DATE SHIPPED/ PICKED UP / /	QUANTITY Units	PRE-PAID: $
			DUE: $

☐ DIGITIZING/EDIT REQUIRED	☐ LETTERING SET UP ONLY	DIGITIZING/SET-UP FEE $
☐ ART SERVICE REQUIRED	STATUS OF SUBMITTED ART	ART SERVICE FEE $
☐ DESIGN FILE EXISTS	DIGITIZER	APPLIQUE/SPECIAL FEE $

FILENAME(s)	DIMENSIONS	STITCHES	RUN TIME

NOTES

THREAD: VENDOR	WT	BRAND	COLOR(s)	#

QTY	SIZE	COLOR	ITEM	BRAND & DESCRIPTION	VENDOR	BACK	FULL FRONT	LC	SEE NOTES	PERSONALIZE	PLACE L	PLACE R

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