

HUGHES & HUGHES CHEM LIMITED**(An Indo-British Joint Venture)****ORDER PROCESSING FORM**

1.	Purchase Order No.: 123454515 ____Date: 15-Jun-2022					
2.	Customer' Name: Customer					
3.	Address Consignee: New Delhi					
4.	Concern Person: Mobile: 9871271282					
5.	GST: 2147483647					
6.		Product	Qty.	Rate	GST	Total
	1)	Toy	5	5	10%	27.5/-
	2)	Toy	5	10	10%	55/-
7.	(i) Application Charges for Rs. 100/-					
	(ii) Total Amount : 182/-					
8.	Bill will be raised in the name of : Customer New Delhi, New Delhi, New Delhi, 124523, India					
9.	Location where Gel Proposal to be applied					
	Sr. No.	Affected Area	Pestgo Gel (in kgs)			
	1)	New Delhio	23			
	TOTAL		23			
10.	Freight: FREIGHT CHARGES EXTRA AT ACTUALS (34/-) including					
11.	Mode of Transportation: Truck					
12.	Payment Terms as per P.O. For Material: 50% Advance & After delivery balance 50% Payment					
13.	Place : New Delhi		Name : Cheker		Date : 16-Jun-2022	
MOVEMENT OF DOUCMENT (Date & Time wise)						
1.	Receipt of Purchase order from Market		Date:- 17-Jun-2022		Time:- 10:00 AM	
2.	Billing to Accounts		Date:- 14-Jun-2022		Time:- 10:00 AM	
3.	or Despatch		Date:- 14-Jun-2022		Time:- 10:00 AM	
4.	Actual Despatch		Date:- 10-Jun-2022		Time:- 10:00 AM	
5.	Despatch of Bills		Date:- 07-Jun-2022		Time:- 10:00 AM	

Prepared By: _____

Checked By : _____

Approved By: _____