



CORPORATE SALES Order Form

Customer Name: Sarah Lee

Company Name: International Tech Supplies

Company Address: 4567 Innovation Drive, Suite 200,

City: Global City State: TX Zip Code: 75001

Ship to Company Name (if different than above):

Ship to Customer Name: James Wilson

Ship to Address: 8901 Logistics Lane,

City: Global City State: TX Zip Code: 75002

Phone Number: (555) 246-8100 Fax Number:

Email: sarah.lee@intltechsupplies.com Website:
www.techsupplies.com

ORDER DETAILS

Product Code	Product Description	Quantity Ordered	Unit Price	Total Price
CEL-001	Acetate Tow	500 units	\$20.00	\$10,000.00
CEL-002	Emulsions Polymer	300 units	\$15.00	\$4,500.00
CEL-003	Engineered Materials	150 units	\$25.00	\$3,750.00

PAYMENT INFORMATION:

Credit Card Type & Number: 4321 8765 4321 5678

Expiration Date: 11/25

Name on Credit Card: Sarah Lee

Check # (if paying by check):

Total Amount: \$ 18,250

LOGISTICS INFORMATION:

Carrier: Global Freight Solutions

Tracking Number: GFS987654321

Estimated Delivery Date: November 10, 2023

Special Delivery Instructions: Deliver to warehouse receiving area between 8 AM and 5 PM.

Customs Clearance Delay:

Customs Issue:	Delay due to incomplete documentation.
Resolution Steps:	Supply additional documentation including commercial invoices and certificates of origin.
Expected Resolution Date:	November 15, 2023
Contact for Customs Inquiries:	Customs Broker - David Tran, Phone: (555) 333-7788

SHIP TO:

Facility Name : Global Freight Solutions
First Name / Last Name : James Wilson
Street Address : 8901 Logistics Lane,
Suite 200,
City / State / Zip : Global City, TX 75002
Phone Number / Fax Number (555) 246-8100

BILL TO:

Facility Name : International Tech Supplies
First Name / Last Name : Sarah Lee
Street Address : 4567 Innovation Drive,
City / State / Zip : Global City, TX 75001
Phone Number / Fax Number

Additional Notes:

Please expedite customs clearance to avoid further delays.
Contact Sarah Lee for urgent matters regarding shipment status.

Authorized Signature:

Name: Sarah Lee
Signature: _____
Date: October 25, 2023