Word Order No:

WO date: DD/Mon/YY

Customer name: xxxx

Customer Order No: XXXX

Date: DD/Mon/YY

Scope of supply:

*(reproduce from offer)*

Delivery by (date): dd/mon/yy

Deliver to (Location): place

Delivery through (mode of dispatch): Transport

a) Delivery subject to timely completion of activities in customers’ scope... as below:

1)

2)

3)

b) Conflicting requirements / deviations from offer that need resolution including scope, delivery, price, etc.

Remarks, if any:

For ABCL

Name

Signature:

Date: