Sales Order Ledger

Prepared By: Jane Doe

Department: Sales

Period: June 2024

Ledger No.: SO-2024-06

Date	Order #	Customer	Item Description	Qty	Unit Price	Total Amount	Status
2024-06-01	SO-001231	Acme Corp	Widget A	10	25.00	250.00	Invoiced
2024-06-02	SO-001232	Orbix Ltd	Gadget Pro	5	120.00	600.00	Shipped
2024-06-04	SO-001233	Lumenworks	Widget A	3	25.00	75.00	Pending
2024-06-05	SO-001234	Byteworld	Service Pack	1	350.00	350.00	Paid
Total						**1,275.00**	

- This sales order ledger provides a summary of all sales transactions, including order status and total amounts for the specified period.
- Ensure all sales data are updated regularly to maintain accurate records.
- Order statuses such as "Pending", "Shipped", and "Invoiced" help track the fulfillment workflow.
- Retain this ledger for audit and reference purposes as part of your sales documentation.