

LEDGER TRADING INC.
123 Business Plaza,
Metropolis, XY 12345
Phone: (123) 456-7890
Email: sales@ledger.com

SALES ORDER

ORDER TO ABC Distribution Ltd. 456 Market Avenue, Commerce City, AB 23456 Contact: Jane Doe Email: jane.doe@abc.com	ORDER DETAILS Order No: SO-2024-1123 Date: 21 June 2024 Payment Terms: Net 30 days
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NO	DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
1	LedgerBook Pro 500GB	10	pcs	\$145.00	\$1,450.00
2	LedgerBook Standard 250GB	20	pcs	\$95.00	\$1,900.00
3	LedgerBook Connect Software License	30	license	\$50.00	\$1,500.00
SUBTOTAL					\$4,850.00
TAX (10%)					\$485.00
TOTAL					\$5,335.00

DELIVERY INFORMATION

Delivery Date: 25 June 2024	Ship To: ABC Distribution Warehouse, 789 Logistics Rd, Commerce City
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Authorized Signature

Name & Position

IMPORTANT NOTES

- This sales order is not valid unless signed by authorized personnel.
- All items are subject to availability at the time of order processing.
- Delivery schedules may vary based on logistics and product availability.
- Payment must be made according to the agreed terms to avoid delays in shipment.
- Please review all order details carefully; discrepancies should be reported within 2 days.