[Business Name]

[Address: ----------]
[Phone (000) 000-0000]
[Fax (000) 000-0000]

Packing Slip Template

Order Date:

Order Number:

Purchase Order:

Ship To:

Date:

Customer Contact:

Customer Account:

Bill To:

Part #	Description	Unit Type	Order Quantity	Ship Quantity	Backorder Quantity
000-#0000	----------	[Set/Unit]	15	7	8
000-#0000	----------	[Package]	4	4	0
000-#0000	----------	[Each]	1	0	1

Notes: