

Wholesale Order Form Template

Record a shop or café purchase with case quantities, delivery details and payment terms.

SELLER DETAILS

Business name

Phone / email / Instagram

Your logo

CUSTOMER DETAILS

Customer name

Phone

Email

Order date

PRODUCT-SPECIFIC DETAILS

Supplier account details

Buyer business name

Business or tax number

Purchase order number

Delivery address

Minimum order note

Delivery date

Payment terms

Buyer signature

ORDER ITEMS

SKU	Product	Pack size	Cases	Unit price	Line total

PICKUP, PAYMENT AND NOTES

Pickup / delivery date and time

Location / address

Subtotal · deposit · balance

Payment method

ALLERGIES / NOTES

Example terms, edit to suit you.

Order no. Prepared by Collected []