

Customer Order Form

NEXALYPLANNER | BLANK PRINTABLE FORM | USD example / one currency per form

Reference

Date

Business / department / customer

Reviewer

Purpose / delivery details

Prepared by

Needed by / period end

Currency

Manual review status

SKU	Item	Size / color / unit	Quantity	Unit price	Line amount	Delivery note	Item note

Review date: _____

Related / payment / PO ref: _____

Fixed entries; this PDF does not calculate or accept typed fields.

Manual review and supporting evidence are still required.

Shipping

Entered tax

Discount

Order total

Paid to date

Balance remaining

Customer Order Form

NEXALYPLANNER | FILLED FICTIONAL EXAMPLE | USD example / one currency per form

Reference

ORD-2026-0042

Date

2026-10-24

Business / department / customer

Example Customer

Reviewer

Example Seller

Purpose / delivery details

Collect at workshop; confirm availability separately

Prepared by

Example Seller

Needed by / period end

2026-10-30

Currency

USD

Manual review status

Draft

SKU	Item	Size / color / unit	Quantity	Unit price	Line amount	Delivery note	Item note
TS-M	Workshop T-shirt	Medium / blue / each	2	25	50.00	Collect	
CAP-1	Workshop cap	One size / each	1	20	20.00	Collect	

Review date: Not reviewed	Shipping	8.00
Related / payment / PO ref: PAY-42	Entered tax	0.00
Fixed entries; this PDF does not calculate or accept typed fields.	Discount	0.00
Manual review and supporting evidence are still required.	Order total	78.00
	Paid to date	30.00
	Balance remaining	48.00