



OrderWise Sales Standard Layouts (Matrix Item)

Version 20.11

These are the standard Sales related layouts within OrderWise Business Management software. This is not an exhaustive list but are the typical layouts used within this area of the software. If you require different information to be displayed or have specific branding that is required for your layouts, you should discuss these requirements with your Business Consultant or Project Manager.

The examples included are:

- Acknowledgement
- Proforma
- Quote

Your company logo and contact details will replace the Airbox details shown on these examples.

If you require different information or designs than the example included or require specific layout documents that are not included in these examples then please contact us to discuss this.

Wise Software (UK) Ltd, Newton Court, Saxilby Enterprise Park, Skellingthorpe Road, Saxilby, Lincoln, LN1 2LR Tel: **01522 704083 | enquiries@orderwise.co.uk | www.orderwise.co.uk**



Air Box

Newton Court 123 Saxilby Road Saxilby Lincolnshire LN1 2LR 01522345678 www.airbox.co.uk contact@airbox.co.uk



Customer Name & Address	Delivery Address		ACKNOWLEDGEMENT	
Builder's Mate Merchants	Builder's Mate Merchants	FAO:	Fred Smith	
17 Southfields Road Eastbourne	17 Southfields Road Eastbourne	Order Date:	27/08/2020	
East Sussex	East Sussex	Your Acc No:	BMM261	
BN21 1BU England	BN21 1BU England	Your Order No:	MATRIXP	
		Taken By:	Joe Bloggs	
		Our Order No:	2904	
This is Order R trix Product	Revision No 6 and Supersedes all Previous Issue	S		

Plain	XS	S	м	L	XL		Net	VAT
Re	ed 3	3					30.00	6.00
Yello	w		3	3			30.00	6.00
Gree	en				5		25.00	5.00
Additional Disc	ounts/Surch	narges				Percentage	Net	VAT
Discount	Standard	Discount				0.00%	10.00	2.00

Special Instructions	Goods Net:	85.00
Reception bell is broken, so knock loudly	Delivery:	4.17
if doors are closed.	Discount:	-10.00
	Order Net:	79.17
	VAT:	15.83
	Total:	95.00
	Pound sterling	

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Builder's Mate Merchants 17 Southfields Road Eastbourne East Sussex	FAO: Order Date: Your Acc No:	
Eastbourne		27/08/2020
East Sussex	Vour Aco No:	
	TOUT ACC NO.	BMM261
BN21 1BU England	Your Order No:	MATRIXP
	Taken By:	Joe Bloggs
	Our Order No:	2904
and Supersedes all Previous Issues		
-	BN21 1BU	BN21 1BU England Your Order No: Taken By: Our Order No:

Plain	XS	S	М	L	XL		Net	VAT
Red	3	3					30.00	6.00
Yellow			3	3			30.00	6.00
Green					5		25.00	5.00
Additional Discou	nts/Surch	arges				Percentage	Net	VAT
Discount	Standard I	Discount				0.00%	10.00	2.00

avments to be made to the following bank details:

Natwest	Account No: 01020304	BIC/Swift: NWBK	
High Street Lincoln LN1 1VV	Sort Code: 01-00-01	IBAN: GB29 NWBK 010001 010203	34
Special Instructions		Goods Net:	85.00
Reception bell is broken, so knock loudly f doors are closed.		Delivery:	4.17
		Discount:	-10.00
		Order Net:	79.17
		VAT:	15.83
		Total:	95.00
	This is not a VAT Invoice	Pound sterlir	าต

Air Box

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Customer Name & Address	Delivery Address	QUOTA	TION
Builder's Mate Merchants	Builder's Mate Merchants	FAO:	Fred Smith
17 Southfields Road Eastbourne	17 Southfields Road Eastbourne	Order Date:	27/08/2020
East Sussex	East Sussex	Your Acc No:	BMM261
BN21 1BU England	BN21 1BU England	Your Order No:	MATRIXP
		Taken By:	Joe Bloggs
		Our Order No:	2904
This is Order R trix Product	Revision No 6 and Supersedes all Previous Issue	2S	

Plain	XS	S	М	L	XL		Net	VAT
Red	3	3					30.00	6.00
Yellow			3	3			30.00	6.00
Green					5		25.00	5.00
Additional Discour	nts/Surch	arges				Percentage	Net	VAT
Discount	Standard [Discount				0.00%	10.00	2.00

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