Data Co.

Phone: 1-800-555-1234
Fax: 1-800-555-1235
www.datacoinc.com

DELIVERY

Date: 2/2/2011
Time: 10:00
Ship Via: Fedex
Tracking #: 1234 5678 9012

Qty	Description	Unit Price	Total
1	Dell Optiplex GX620 Intel Pentium D 3.0GHz 1GB 80GB DVD/CD-RW Windows XP Pro	$ 1,000.00	$ 1,000.00
	Subtotal		$ 1,000.00
	Sales Tax 6.00%		$ 60.00
	Shipping & Handling		$ 15.00
	Total Due		$ 1,075.00

Terms: Net 30 days

Customer ID: 1234

Customer Signature

Thank you for your business!