

# Order Receipt

Date: [Insert Date]

Order Number: [Insert Order Number]

## Supplier Information

Name: [Supplier Name]

Address: [Supplier Address]

Email: [Supplier Email]

Phone: [Supplier Phone]

## Order Details

Item Description	Quantity	Unit Price	Total Price
[Item Description 1]	[Quantity]	[Unit Price]	[Total Price]
[Item Description 2]	[Quantity]	[Unit Price]	[Total Price]

**Subtotal: [Insert Subtotal]**

**Tax: [Insert Tax]**

**Total Amount: [Insert Total Amount]**

Thank you for your order!

If you have any questions, please contact us at [Supplier Email] or [Supplier Phone].