

PACKING SLIP

Packing slip no. _____

Date _____

Shipment contents

FROM

Business name

Address

SHIP TO

Recipient name

Delivery address

Contact

ORDER NUMBER

PO NUMBER

SHIP DATE

CARRIER / TRACKING

ITEM DESCRIPTION

SKU / ITEM CODE

QTY ORDERED

QTY SHIPPED

Total packages _____

No prices appear on this document. It confirms what was shipped, not what is owed.

NOTES / BACK-ORDERED ITEMS

Received by (print name)

Signature

Date