



Document: **Outbound Delivery Order**

Order No: \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Distribution Center (Ship To):**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/ZIP \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Phone \_\_\_\_\_

**Order Details**

Item No	Description	Batch / Lot	Qty Ordered	UOM	Picked Qty	Remarks

Shipping Method: \_\_\_\_\_  
Expected Delivery Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Prepared By \_\_\_\_\_

Approved By \_\_\_\_\_