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| packing slip | Date: August 21, 2018 |
| [Your Company Name][Street Address][City, ST ZIP Code][Phone]Fax [000-000-0000][E-mail address] | Ship TO: | [Name][Company Name][Street Address][City, ST ZIP Code][Phone]Customer ID [ABC12345] | Bill To: | [Name][Company Name][Street Address][City, ST ZIP Code][Phone]Customer ID [ABC12345] |
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| Order Date | Order Number | Job |
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| Item # | Description | Quantity |
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Comments: Backordered items will ship as they become available. Please contact the Customer Service department at (123) 456 78 99 with any questions or concerns.

Thank you for your order!