[Company name]

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Salon supplier order form

Salon supplier order - colour, care and disposables.

Order number	[PO-0001]
Date	[Date]
Supplier	[Supplier name]
Deliver to	[Address]
Required by	[Date]

Items

Item	Specification	Qty	Unit price	Total
Colour - [shades]	[tubes]	[qty]		
Developer - [volumes]	[litres]	[qty]		
Shampoo / conditioner backwash	[litres]	[qty]		
Styling products - [items]	[units]	[qty]		
Disposables - [gloves, capes, cotton]	[packs]	[qty]		
Towels	[packs]	[qty]		

Totals

	Amount
Estimated total	[£ amount]

Sign-off

Ordered by	Approved by	Date