

Order Acknowledgement / Exception



Date: _____

To: _____ _____ _____	From: _____ Phone: _____ Fax: _____ Email: _____
Attn: _____	Project Name: _____

Thank you for the order(s) identified below. We are taking the following action:

- We are processing your order(s). Please advise if you have any questions or changes.
- We are processing your order(s), however we take exception to the items listed below.
- Your order is on hold pending resolution of the items below, which differ from our standard terms and conditions.

P.O. # / Item #	Exception Details	Approx. Delivery (If > 5 days)	Notes

The acceptance of this order is expressly conditional on your agreement to the Terms and Conditions as set forth on the front and back of this form, or as such Terms and Conditions are otherwise provided to you together with this form, including, without limitation, by their inclusion in the same facsimile transmission as this form. Please indicate your agreement by signing and returning this Order Acknowledgement so we may process your order without delay.

Sincerely,

Accepted and Agreed:

Per: _____

(Customer)