



MESTEX

A Division of Mestek Inc.

4830 Transport Drive | Dallas TX 75247

Ph: 214-638-6010

Fax: 214-905-0806

ORDER TRANSMITTAL

MOTF-2

*** = Required Field**

*Date: ____ / ____ / ____

Agent Order #: _____

*Cust. PO#: _____
made to Mestex

*Sold To: _____

*Ship To: _____

Sales Tax Exempt #: _____

*Tag Shipment: _____

Attached _____ Blanket On File _____

*Project Location: _____

*Project Name: _____

*Cust. Contact: _____

PO Attached _____ Follow within 5 days _____

FREIGHT - *** FOB: Dallas, Texas ONLY **

*STATUS OF ORDER

Prepaid and Add: ___ Collect: ___ Customer Pick Up: ___

Released for Production: _____

Carrier (Collect Only): _____

Date Wanted: _____

Guaranteed - Quote #: _____

Hold for Approval: ___ Est. Release Date: _____

3rd Party Bill: _____

***Call-Ahead Info:(circle one) 24 / 48 Hrs Prior to Delivery**

() - _____
AREA CODE PHONE NUMBER CALL AHEAD CONTACT NAME

ITEM	# REQ'D	SEND TO:			Office Use Only	
Approval Drawings					Book Date _____	
Record Drawings					FO # _____	
IOM Manual					Terms: _____	
Rep #	Representative	Code <small>S = Selling T = Territory E = Engineering</small>	% Comm.		Quote# _____	
					Prices and Quote Ckd	
					Salesperson Initials _____	

Engr. (Spec. Influence) _____

*Engr. City & State: _____

Qty	Model Description	List Price Per Unit	Discount %	Net Sales Price (Rep Cost)

Office Use Only		
	Total Net Sales Price (Rep Cost)	_____
_____ % State Sales Tax	Commission.....	_____
_____ % City or County Sales Tax	Start-Up (If Included).....	_____
\$ _____ Total Sales Tax	Freight (If Included).....	_____
	Net Invoice Price.....	_____
	(To Cust.)	_____