RADA CUTLERY Order Taker

Seller's Name: SECTION A	
Organization Name: SECTION B	
Purpose of Fundraiser:	
My Sales Goal:	**Merchandise Total:** $
	Processing Total: $
	Grand Total: $ D

Please provide the "Merchandise Total" above for fastest service.

Taking Supporter Orders

1. Fill in Seller Name (SECTION A) and Organization, Purpose, and Sales Goal (SECTION B).
2. Take detailed orders for each supporter and calculate their totals (SECTION C).
3. Collect money (checks made payable to your group); mark Paid ☑.
4. Calculate SECTION D by adding corresponding totals from all Supporter Orders.
5. Return completed Order Taker to fundraising leader.

Lifetime **GUARANTEE**

Name:
Address: SECTION C
Phone:

Page #	Item #	QTY	Price Each	Total Price
			Merchandise Total	
			Processing	**$1.00**

Supporter Order #1 **Paid** ☐ **TOTAL :**

Name:
Address: SECTION C
Phone:

Page #	Item #	QTY	Price Each	Total Price
			Merchandise Total	
			Processing	**$1.00**

Supporter Order #2 **Paid** ☐ **TOTAL :**

Name:
Address: SECTION C
Phone:

Page #	Item #	QTY	Price Each	Total Price
			Merchandise Total	
			Processing	**$1.00**

Supporter Order #3 **Paid** ☐ **TOTAL :**

Name:
Address: SECTION C
Phone:

Page #	Item #	QTY	Price Each	Total Price
			Merchandise Total	
			Processing	**$1.00**

Supporter Order #4 **Paid** ☐ **TOTAL :**

Seller's Name:

Name:
Address: SECTION C
Phone:

Page #	Item #	QTY	Price Each	Total Price
			Merchandise Total	
			Processing	$1.00

Supporter Order #5 Paid ☐ TOTAL :

Name:
Address: SECTION C
Phone:

Page #	Item #	QTY	Price Each	Total Price
			Merchandise Total	
			Processing	$1.00

Supporter Order #8 Paid ☐ TOTAL :

Name:
Address: SECTION C
Phone:

Page #	Item #	QTY	Price Each	Total Price
			Merchandise Total	
			Processing	$1.00

Supporter Order #6 Paid ☐ TOTAL :

Name:
Address: SECTION C
Phone:

Page #	Item #	QTY	Price Each	Total Price
			Merchandise Total	
			Processing	$1.00

Supporter Order #9 Paid ☐ TOTAL :

Name:
Address: SECTION C
Phone:

Page #	Item #	QTY	Price Each	Total Price
			Merchandise Total	
			Processing	$1.00

Supporter Order #7 Paid ☐ TOTAL :

Name:
Address: SECTION C
Phone:

Page #	Item #	QTY	Price Each	Total Price
			Merchandise Total	
			Processing	$1.00

Supporter Order #10 Paid ☐ TOTAL :