



ORDER REQUEST

TO SUBMIT AN ORDER PLEASE FILL IN THIS FORM AND EMAIL IT TO  
SALES@NEXTFREIGHT.COM

CLIENT: \_\_\_\_\_

PERSON SUBMITTING ORDER: \_\_\_\_\_

DATE ORDER IS REQUESTED: \_\_\_\_\_

SHIPPING FROM

LOCATION NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME (if needed): \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

CONTACT PHONE NUMBER: \_\_\_\_\_

DELIVERY TO:

LOCATION NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME (if needed): \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

CONTACT PHONE NUMBER: \_\_\_\_\_

**SHIPMENT INFORMATION**

*The following is information needed per PO number. If there are multiple PO numbers, please fill in and email/fax multiple forms.*

PO#: \_\_\_\_\_

GROSS WEIGHT: \_\_\_\_\_

PALLET COUNTS: \_\_\_\_\_

TEMPERATURE: \_\_\_\_\_

PALLET SPOTS: \_\_\_\_\_

BRIEF DESCRIPTION OF PRODUCT (i.e.: frozen baked  
foodstuffs): \_\_\_\_\_

QUANTITY (i.e.: # of cases): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**BILL TO INFORMATION**

If different from 'Shipping From' information

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_