

PROFESSIONAL OUTFITTERS

PH: 318-497-6028

UNIFORM ORDER SHEET



EMPLOYEE NAME: _____

JOB TITLE: _____

PHONE #: _____

FULL TIME OR PART TIME: ☐ Full Time ☐ Part Time

STATUS: ☐ New Hire ☐ Current Employee

LEFT CHEST EMBROIDERY: PAO Logo

RIGHT CHEST: _____

BASE TO SHIP TO: _____

STANDARD UNIFORMS

ITEM	SIZE DETAILS/OPTIONS	QTY	COMPANY PAID	PAYROLL DEDUCTED	COST
Orange Crew T-Shirt	Size (S-6XL): _____		☐	☐	\$15.00
Men's Polo	☐ White ☐ Royal Size (XS-6XL): _____		☐	☐	\$35.00
Women's Polo	☐ White ☐ Royal Size (XS-4XL): _____		☐	☐	\$35.00
Men's Pants	Waist (28-60): _____ Length: _____		☐	☐	\$65.00
Women's Pants	☐ Reg ☐ Long Size (2-20): _____		☐	☐	\$65.00

OUTERWEAR & APPAREL

ITEM	OPTIONS/SIZES	QTY	COMPANY PAID	PAYROLL DEDUCTED	COST
Pullover (Black)	Size (XS-4XL): _____		☐	☐	\$55.00
Jacket (Black)	Size (XS-6XL): _____		☐	☐	\$55.00
Men's Button Down	☐ White ☐ Blue Size: _____		☐	☐	\$60.00
Women's Button Down	☐ White ☐ Blue Size (XS-4XL): _____		☐	☐	\$60.00
Vest (Black)	☐ Men ☐ Women Size (XS-4XL): _____		☐	☐	\$45.00

ACCESSORIES & FOOTWEAR (*PAYROLL DEDUCTED)

ITEM	OPTIONS/SIZES	QTY	COST
Hats	Standard		\$15.00
Visor	Standard		\$10.00
Summer Headband	Standard		\$10.00
Winter Headband	Standard		\$10.00
Beanies	Standard		\$10.00
Boots	☐ Pull-On ☐ Zip-Up Size: _____ Width: _____		\$100.00

TOTAL AMOUNT: _____

ORDERED BY (ADMINISTRATION): _____

DATE: _____

VENDOR SIGNATURE: _____

DATE: _____

UPON RECEIPT OF ORDER: EMPLOYEE WILL SIGN WHEN THEY RECEIVE ITEMS.

EMPLOYEE SIGNATURE: _____

DATE: _____

Please return the signed copy to your manager.