FAX

Cover Sheet

TO		FROM	
Name:	Rachel Kim, Purchasing	**Name:**	Daniel Ortiz
Company:	Brightline Supply Inc.	**Company:**	Ortiz Print Shop
Fax:	(555) 015-3380	**Fax:**	(555) 010-4471
Phone:	(555) 015-3300	**Phone:**	(555) 010-4400
Date:	11/11/2026	**Pages:**	4 (including this cover sheet)

Re: Signed supply agreement, PO #7731

- [X] Urgent
- [ ] For Review
- [ ] Please Comment
- [X] Please Reply
- [ ] For Your Records

Comments:

Rachel, the signed supply agreement is attached (3 pages).
Please countersign page 3 and fax it back to (555) 010-4471
by Friday so we can schedule the first delivery.

Thanks, Daniel

CONFIDENTIALITY NOTICE: This fax may contain confidential information intended only for the person or office named above. If you received it in error, please call the sender right away and destroy all copies. Any review, use or sharing by anyone else is not allowed.