

# How Template affects Printing of Quote

If a template is assigned to the quote, the report will have to be built based on the specifics and sections defined on the [Quote Template](#). The content of each section is defined on the section's [Quote Page](#).

Let us take a look at the report of this Quote and its template setup.

Quote - ABC Reseller

New Save Search Delete Undo Print Blend Process Duplicate Recurring Close

Details

Instructions Attachments (0) Audit Log (6) Comments (0) Approval (0)

Type: Standard

Customer: ABC Reseller

Date: 6/30/2016

Location: 0001 - Fort Wayne

Bill To: ABC Reseller

Ship To: ABC Reseller

Ordered By: irelyadmin

Ship Via: UPS

Terms: 5% 5, Net 30

PO Number:

BOL No:

Status: Pending

Template: Sample Template

Order No: QU-48

Split:

Salesperson: Jared Smith

Currency: USD

Comments: sample Standard Quote

+ Insert

Open

Remove

Add Recipe

Get Previous Details

Layout

Filter Records (F3)

Item No	Description	UOM	Ordered	Discount	Tax	Price	Total	Tax Group
87G	87 Unleaded Ga...	Gallon	1.00	10.00%	0.23	1.850000	1.66	IN SST
	sample misc item		1.00	0.00%	0.00	10.500000	10.50	
			0.00	0.00%	0.00	0.000000	0.00	

Bill To: ABC Reseller  
Somewhere St.  
Indianapolis, IN, 46204 United States

Ship To: ABC Reseller  
Somewhere St.  
Indianapolis, IN, 46204 United States

Item: On Hand: On Order (PO): Back Order:

Quote: Preliminary Quote: Price Only Price and Quantity

Subtotal: 12.16  
Shipping: 0.00  
Tax: 0.23  
Total: 12.39

Ready Page 1 of 1

Quote Template - Sample Template

New Save Search Delete Undo Close

Details

Name: Sample Template Organization: Titles:

Section Name Quote Page Titles

Title Page Title

Quote Order

Term Terms

Signature Page Signature Page

Ready Page 1 of 1

Print the Quote. Notice that it will include in the report the quote page associated with each section.

- Section 1: Title Page

Report

Archive Close

Page 1 of 4

PDF

Sample Quote Page Title

- Section 2: Quote Order (this is the actual quote report)

Report

Archive Close

Page 2 of 4

PDF

irely

**i21 Source Company**  
4242 Flagstaff Cove  
Comp Loc  
Fort Wayne, IN, 46815, United States

**Quote Order : QU-48**

- Section 3: Terms

Report

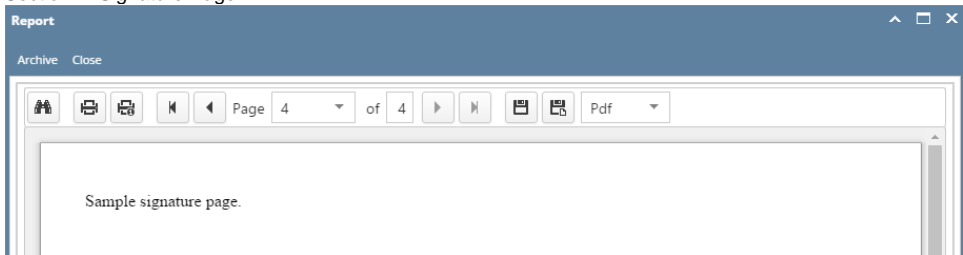
Archive Close

Page 3 of 4

PDF

**iRely Software License and Services Agreement**  
**1.CERTAIN DEFINITIONS**  
**As used in this Agreement, the following terms have the following meanings:**

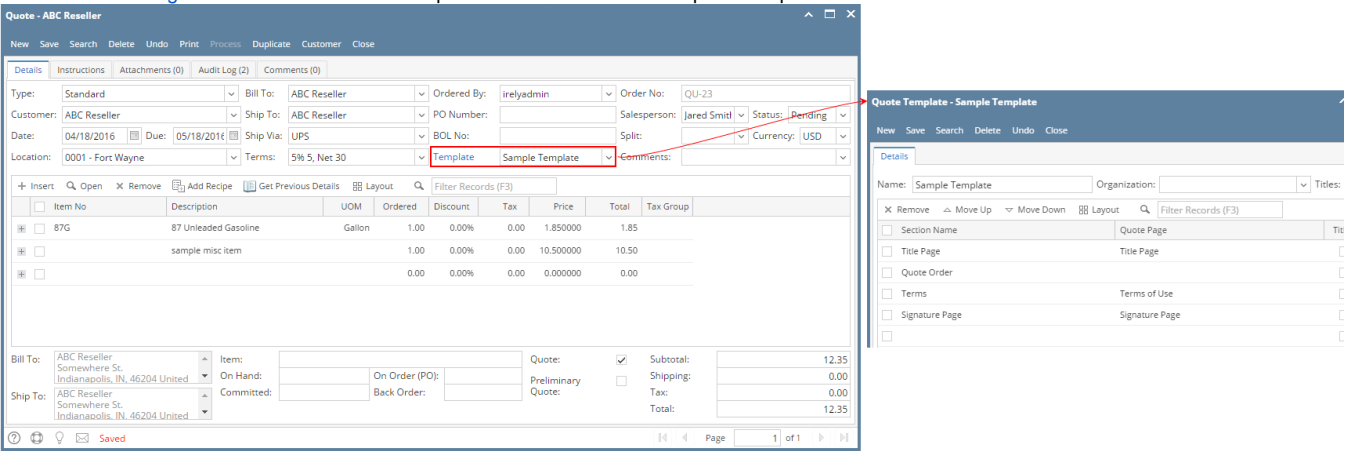
- Section 4: Signature Page



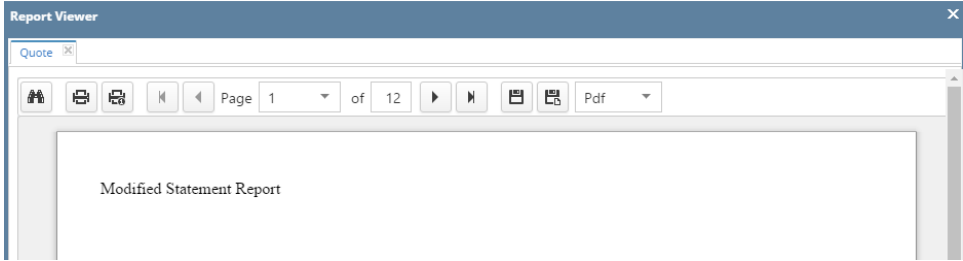
Related Topics

- [How to Print Quote Report](#)
- [How Template affects the Quote Report Format](#)

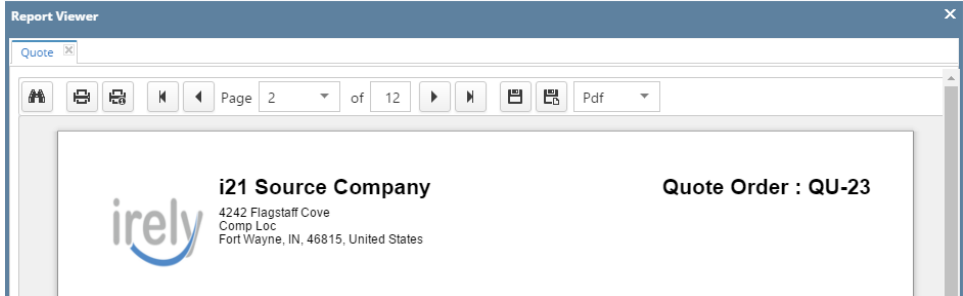
If there is an assigned [Template](#), the preview will include the sections listed on the [Quote Template](#). Note that the content of each section is defined on the section's [Quote Page](#). Let us take a look at the report of this Quote and its template setup.



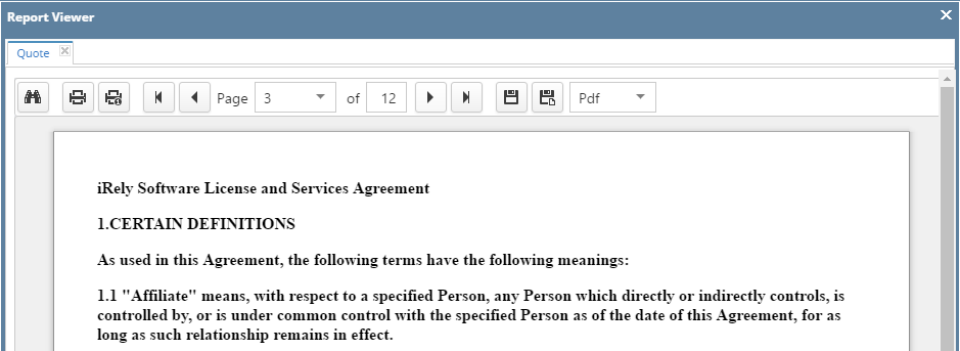
- Section 1: Title Page



- Section 2: Quote Order (this is the actual quote report)



- Section 3: Terms



- Section 4: Signature Page

