FolarraStudio

Wholesale Order Tracker

pitch · ship · reorder

PRINTABLE · STOCKISTS, ORDERS & LINE SHEETS

This Tracker Belongs To

for makers and brands selling wholesale

BUSINESS NAME _____

OWNER _____

PHONE / EMAIL _____

SERVICE AREA _____

STARTED ON _____

How to use this tracker

- Print the whole planner once, then print extra copies of the pages you use most, such as the Stockist profiles and Order log pages.
- Print at 100% / Actual size on A4 or US Letter paper. The printable pages have a white background to save ink.
- Hole-punch the pages and keep them in a binder, so you can add pages any time.
- Every page is undated, so you can start in any month of any year.
- Keep a profile for each stockist and log every order from received to paid.
- Digital planner: open the hyperlinked PDF in any PDF annotation app and tap the tabs to jump between sections.

Our word for this year

Why good records matter

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Stockist Profiles

every shop that carries you

SHOP _____

BUYER & PHONE _____

ADDRESS _____

TERMS _____

FIRST ORDER _____

BEST SELLERS _____

NOTES _____

SHOP _____

BUYER & PHONE _____

ADDRESS _____

TERMS _____

FIRST ORDER _____

BEST SELLERS _____

NOTES _____

SHOP _____

BUYER & PHONE _____

ADDRESS _____

TERMS _____

FIRST ORDER _____

BEST SELLERS _____

NOTES _____

SHOP _____

BUYER & PHONE _____

ADDRESS _____

TERMS _____

FIRST ORDER _____

BEST SELLERS _____

NOTES _____

Wholesale Order Log

received to paid

DATE	STOCKIST	ORDER TOTAL	MADE	SHIPPED	INVOICED	PAID
			☐	☐	☐	☐
			☐	☐	☐	☐
			☐	☐	☐	☐
			☐	☐	☐	☐
			☐	☐	☐	☐
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			☐	☐	☐	☐
			☐	☐	☐	☐
			☐	☐	☐	☐
			☐	☐	☐	☐

Wholesale Order Form

for buyers to fill in

SHOP _____ DATE _____

ITEM	SKU	WHOLESALE	QTY	TOTAL

ORDER TOTAL _____

Line Sheet Planner

your wholesale range

SEASON _____ MINIMUM ORDER _____

PRODUCT	SKU	WHOLESALE	RETAIL	MIN QTY

Shop Pitch Tracker

shops to approach

SHOP	CONTACT	PITCHED	FOLLOW UP	ORDERED
		☐		☐
		☐		☐
		☐		☐
		☐		☐
		☐		☐
		☐		☐
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		☐		☐
		☐		☐

Reorder Reminders

check in with stockists

STOCKIST	LAST ORDER	CHECK IN	CONTACTED	REORDERED
			☐	☐
			☐	☐
			☐	☐
			☐	☐
			☐	☐
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			☐	☐
			☐	☐
			☐	☐

Production Plan

make orders on time

ORDER	ITEM	QTY	DUE	DONE
				☐
				☐
				☐
				☐
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				☐
				☐
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				☐

Notes



FolarraStudio

Thank you!

Thank you for choosing FolarraStudio. I hope this tracker makes everyday life a little calmer and more organized. If you enjoy it, tell a friend about folarrastudio.com.

Terms of use

- For personal use. You may print as many copies as you need for yourself and your family.
- Please do not resell or upload the files elsewhere. To share, send the link to folarrastudio.com.
- Colors may look slightly different on screen and on paper.
- Questions or ideas? Write to me through folarrastudio.com, I am happy to help.

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