

ORDER MANAGEMENT DOCUMENTS

# **Customer Document Format Comparison**

August 2026

# Introduction

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- ▶ The following slides preview the refreshed design of our order management materials.
- ▶ Every document will continue to include the same order details you rely on today. These updates focus on the visual experience – a richer color palette and our logo – to make your information clearer and easier to navigate.

## NEW FORMAT — Formatted PDF

[illegible]

*Sales Order Acknowledgement (sample order)*

# Advance Ship Notice: Old vs. New

## OLD FORMAT — Plain-Text Email

Purchase Order: PO-284401  
 Order Number: SO-4482010  
 Order Date: 05/12/2024  
 Ship Date: 05/14/2024

YOUR ORDER HAS SHIPPED.

Dear Customer,

We are pleased to notify you that the attached items from your order at COOK Medical have been shipped and are on their way to you. If you wish to track your shipment, please use the tracking number listed below.

Customer Name: NORTHBRIDGE MEDICAL CENTER  
 Customer Number: C-10182

Shipping Address:  
 205 ORCHARD STREET  
 SUITE 300  
 SPRINGFIELD, IL 62704  
 UNITED STATES

Tracking Number: 0000 0000 0000 0000 - SAMPLE NUMBER

Thank you for your business!

Customer Support  
 800-000-0000  
 800-000-0000  
[customersupport@cookmedical.com](mailto:customersupport@cookmedical.com)

For questions or comments or if you would like to remove your name from our mailing list, please contact [customersupport@cookmedical.com](mailto:customersupport@cookmedical.com) or call toll-free 800-000-0000.

## NEW FORMAT — Formatted PDF



COOK MEDICAL LLC  
 750 Denison Way, P.O. Box 489  
 Bloomington  
 IL 61702-0489  
 USA  
 Tel: 800-457-4500  
 Fax: 817-354-0140  
 Email:  
 Cook Registration:

### Advance Ship Notice

Page 1 of 1

|                  |                          |                      |                        |
|------------------|--------------------------|----------------------|------------------------|
| 1278730          | TX, PS                   | 5435                 | STOCK                  |
| ADDRESS: 001410K | DISCOUNTED PRICE: 000000 | 401 TMS              | 0217964                |
| CANADA, MI       |                          | 2537809              | 1 X 025026             |
| P.O. BOX 4620    |                          | 305760 ON 19435      | UNITED STATES & 490 10 |
| PO BOX 4620      |                          | 60000000000000000000 | 1799 D 9 6140          |
| 700021100        | 00004973400              |                      |                        |
| Shipping Method  | LPS Parcel Ground        |                      |                        |

| SO Line | CPN  | RPN                  | Item Description                                                                   | GTN           | Est. Delivery Date | UOM  | Shipped Quantity | AWB Number     | Lot Number |
|---------|------|----------------------|------------------------------------------------------------------------------------|---------------|--------------------|------|------------------|----------------|------------|
| 1       | 3838 | 1885-00<br>K.P. 3838 | SOON 4 11554200<br>COOGL0000, NA 0 0 00, 4 11554200<br>Tip CT 61511111 vs 3mm, 0 0 | RT0000 0 0000 | 2510000000         | 0001 | 10               | 2770000 0 0000 | 000000     |

*"Your Order Has Shipped" email (sample order)*

*Advance Ship Notice (sample order)*

## NEW FORMAT — Formatted PDF

|                                                                                                                                                                                                               |  |                                                                                                                                                          |  |                                                                           |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------|--|---------------------------------------------------------------------------|--|
|  <b>COOK MEDICAL</b><br>150 Daniels Way • P.O. Box 480<br>USA<br>Tel: 800-467-4300<br>Fax: 877-554-6140<br><b>923 , 9,</b> |  | <h1 style="text-align: center;">Return Goods Acknowledgement</h1> <p style="text-align: center;"><b>Please refer to the return<br/>P.O. BOX 4820</b></p> |  | REFERENCE # : 0000000000<br>ORDER NUMBER : 0000000000<br>DATE : 1/18/2018 |  |
| FROM:<br>JORDAN AVERY<br>LIMITED STATES<br>JORDAN AVERY                                                                                                                                                       |  | TO:<br>HARBOR POINT MEDICAL GROUP                                                                                                                        |  |                                                                           |  |
| ADDRESS:<br>SUITE 300<br>CHICAGO, IL 60611                                                                                                                                                                    |  | ADDRESS:<br>150 DANIELS WAY<br>P.O. BOX 480<br>CHICAGO, IL 60611                                                                                         |  | PHONE:<br>TEL: 800-467-4300<br>FAX: 877-554-6140                          |  |
| COUNTRY: UNITED STATES<br>STATE: IL<br>CITY: CHICAGO                                                                                                                                                          |  | COUNTRY: UNITED STATES<br>STATE: IL<br>CITY: CHICAGO                                                                                                     |  | ZIP CODE: 60611                                                           |  |
| PRODUCT NAME: 488862                                                                                                                                                                                          |  | PRODUCT NAME: 1099                                                                                                                                       |  | PRODUCT NAME: 526                                                         |  |
| QUANTITY: 1                                                                                                                                                                                                   |  | QUANTITY: 7                                                                                                                                              |  | QUANTITY: 1                                                               |  |
| UNIT PRICE: \$114.16                                                                                                                                                                                          |  | UNIT PRICE: \$159.86                                                                                                                                     |  | UNIT PRICE: \$526.00                                                      |  |
| TOTAL AMOUNT: \$114.16                                                                                                                                                                                        |  | TOTAL AMOUNT: \$1119.02                                                                                                                                  |  | TOTAL AMOUNT: \$526.00                                                    |  |
| TAXES: \$0.00                                                                                                                                                                                                 |  | TAXES: \$0.00                                                                                                                                            |  | TAXES: \$0.00                                                             |  |
| NET AMOUNT: \$114.16                                                                                                                                                                                          |  | NET AMOUNT: \$1119.02                                                                                                                                    |  | NET AMOUNT: \$526.00                                                      |  |
| GROSS AMOUNT: \$114.16                                                                                                                                                                                        |  | GROSS AMOUNT: \$1119.02                                                                                                                                  |  | GROSS AMOUNT: \$526.00                                                    |  |
| SHIPPING AND HANDLING: \$0.00                                                                                                                                                                                 |  | SHIPPING AND HANDLING: \$0.00                                                                                                                            |  | SHIPPING AND HANDLING: \$0.00                                             |  |
| TOTAL DUE: \$114.16                                                                                                                                                                                           |  | TOTAL DUE: \$1119.02                                                                                                                                     |  | TOTAL DUE: \$526.00                                                       |  |

Return Goods Acknowledgement (sample document)



## CANADA CUSTOMER

Sample US customer account (Cook Medical LLC)

Sample Canadian customer account (Cook Canada Inc.)

## CANADA CUSTOMER



Cook Medical LLC invoice



Page 1 of 2

