


FWC PTF UNIFORM RESALE ENVELOPE LABELING INSTRUCTIONS

Front of Envelope

		Seller Name <u>Jane Doe</u>
		Seller Phone Number <u>(817) 123-4567</u>
Item No.		<u>(Number from inventory sheet)</u>
Sex		<u>Male</u>
Size		<u>Youth Medium</u>
Description		<u>Short Sleeve Black Polo</u>
Alterations	yes	<input checked="" type="radio"/> no
Price		<u>\$4.00</u>

Seller: Be sure to provide the necessary information and to include your name and phone number!!

Back of Envelope



Buyer Name Joe Somebody

Buyer Phone Number (817) 555-1234

Buyer: Put your money in the envelope, seal and be sure to include your name and phone number on the back!!