



# Automatic Response Report

This report is automatically generated from your reply to  
Example\_Stationery\_Order.pqf

## Confirmation

**Order Date:** 10/10/2005  
**Workgroup:** HR Department  
**Order Placed:** Yes

| Product                              | Quantity Ordered |
|--------------------------------------|------------------|
| 1. Pencils (box of 36)               | none             |
| 2. A4 printer paper (box of 6 reams) | 5 boxes          |
| 3. Staples 26 mm (boxes of 500)      | 1 box            |
| 4. Manila folders (boxes of 100)     | 1 box            |
| 5. Lever arch files (packs of 3 )    | none             |
| 6. Butterfly clips 19mm              | none             |
| 7. Post It Notes                     | 1 box            |

Any other stationery items you would like for this order,

Can you please provide me with a box of highlighters.

Sample Only

This month we are reviewing the overall quality of orders, and the timeliness of delivery.

Your comments:

I have found the customer service from you company to be great.

Please confirm this order is correct.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_