



Order Form User Guide

How to Fill Out Your
Beal Order Form



To support you during the transition to our new platform, we are providing a simple Excel file to place your orders. Here's how to complete it step by step.

Sheet 1 : Public Price List

This tab lists all of our products along with their public prices :

- ▶ Blue : new products
- ▶ Bordeaux : end-of-life products
- ▶ Other rows : regular catalog items

Sheet 2 : Special Lengths

Use this sheet if you would like to order ropes in specific, non-standard lengths.

Sheet 3 : Order Form

This is where you enter your actual order.

1. Customize your pricing : fill in the following cells to display your customized net prices:

- ▶ L2 : your general discount
- ▶ L3 / L4 : your specific discounts (if any)
- ▶ L5 : your VAT rate

These values will automatically adjust the pricing shown to reflect your client profile.



HIGHLY
FRIENDLY

2. Customer information:

- ▶ F6 : your company name
- ▶ F7 : your full delivery address

3. Delivery planning

- ▶ Q13 : enter your desired delivery date

You can schedule up to three different orders with different delivery dates by using one column per order : Q13, S13, and U13

3. Filling in Product Quantities

Then, enter the quantity you wish to order in column P.
If you are placing multiple orders with different delivery dates, use columns R and T accordingly.

Once the file is complete :

Send it to the appropriate address according to your region :

 France : commercial@beal-planet.com

 European Union / UK : commercial-agency@beal-planet.com

 Export outside the EU : commercial-export@beal-planet.com

 **Need help?** Our team is available at +33 4 74 78 88 88