ORDER PLACEMENT WORKSHEET

This is _____ Account # _____
                                                      (number)

at _____:_____ _____ on _____, _____, 19___
      (time)   (am/pm)   (month)   (day)

ENTRY

<u>Market Order</u> Buy/Sell _____ (#) _____ @ the market.
                  (how many)   (which contract)

<u>Stop With Limit</u> Buys are above current prices, sells below.

   Buy/Sell _____ (#) _____ @ _____ Stop _____ limit.
           (how many)   (which contract)   (price)   (amount)

<u>Stop Limit</u>   Buys are above current prices, sells below.

   Buy/Sell _____ (#) _____ @ _____
           (how many)   (which contract)   (price)

PROTECTIVE STOP

<u>Stop</u>   Buys are above current prices, sells below.

   Buy/Sell _____ (#) _____ @ _____ Stop
           (how many)   (which contract)   (price)

EXITS

<u>At the Market</u> Buy/Sell _____ (#) _____ @ the market.
                    (how many)   (which contract)

<u>MIT (Market if Touched)</u>   Buys are below current prices, sells are above. When you want price to reach a liquidation objective.

   Buy/Sell _____ (#) _____ @ _____ Stop
           (how many)   (which contract)   (MIT price)

CONTINGENCIES

Buy/Sell _____ (#) _____ @ _____
              (how many)   (which contract)   (price)

Stop _____ limit. If filled, buy/sell _____ (#) _____
       (price)   (how many)   (contract)

_____ (#) (below/above) the fill
      (points)

CANCEL

Cancel ticket # _____ to _____
          (number)   (details of order)

_____
                     (details of order)

CANCEL/REPLACE

This is a cancel/replace. Cancel ticket #_____ to _____
                                    (number)

_____
                     (details of order)

replace with _____
                     (details of new order)