

LOGO

COMPANY NAME
STREET ADDRESS
CITY, STATE ZIP CODE
PHONE NUMBER


PURCHASE ORDER NO.

VENDOR CODE

PURCHASE ORDER

TO:

SHIP TO:

P.O. DATE	SHIP VIA	F.O.B.	TERMS		
BUYER	FREIGHT	REQ. DATE	CONFIRMING TO	REMARKS	TAX
QTY. REQ.	ITEM NO.	DESCRIPTION		UNIT COST	AMOUNT
					

AUTHORIZED SIGNATURE