PURCHASE ORDER

PO number: _____ Issue date: _____ Revision: _____

BUYER

SUPPLIER

BILL TO

SHIP TO

Requested delivery: _____ Supplier quote: _____ Currency: _____

Description / SKU	Qty / unit	Unit price	Discount	Tax	Total

Net items _____

Shipping _____

Tax _____

ORDER TOTAL _____

Payment terms: _____

Delivery instructions: _____

Authorized by: _____ Signature: _____

Date: _____