

[Company Name Here]

Local/Purchase Order

Company Phone:

Website:

Email:

Address:

Dated As: _____

Purchase Order #: _____

Shipped To:

Name: Hngcteng

Company Name: CP Hotel

Address: 67, Jalan Cendawan, Locked Bag 2084, 88999 Kota Kinabalu, Sabah, Malaysia.

Phone: 0123456789

Email: hngcteng@gmail.com

Shipped From:

Name: _____

Company Name: _____

Address: _____

City, State, Zip Code _____ **Phone:** _____

Code	Package Type	Package Details	Quantity	Unit Price	Total
				SUBTOTAL	
				TAX	
				TOTAL	

[Signatures of Authorized Person]

[Write Designation Here]

Additional Notes:
