

# INVOICE

**GLOBAL OFFICE SUPPLIES**  
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Website: [www.globalofficeco.com](http://www.globalofficeco.com)  
Federal Tax ID: 93-7654321

**INVOICE TO:**  
Adventure Works Inc  
2468 Business Park Way  
Bellevue, WA 98004

**Invoice #:** GOS-2024-0289  
**Date:** October 20, 2024  
**Terms:** Net 15  
**Purchase Order:** AWI-PO-8901

## ITEMS ORDERED

Item Code	Description	Qty	Unit Price	Amount
OFF-001	Premium Copy Paper (Case of 10 reams)	5	\$45.99	\$229.95
OFF-002	Ballpoint Pens - Blue (Box of 50)	3	\$12.50	\$37.50
OFF-003	Yellow Legal Pads (Pack of 12)	8	\$18.75	\$150.00
OFF-004	Stapler Heavy Duty	2	\$25.99	\$51.98
OFF-005	Filing Folders (Box of 100)	4	\$22.00	\$88.00
OFF-006	Whiteboard Markers Set	6	\$15.99	\$95.94

**MERCHANDISE TOTAL:** \$653.37  
**SHIPPING & HANDLING:** \$25.00  
**STATE TAX (7.5%):** \$50.88  
**INVOICE TOTAL:** \$729.25

**PAYMENT INFORMATION:**  
Make checks payable to: Global Office Supplies  
For wire transfers, contact: [accounting@globalofficeco.com](mailto:accounting@globalofficeco.com)

**Thank you for your business!**