

Requester Information								
Name	Jon Smith			Date	9/9/2005			
Department	Customer Service							
E-mail	jon.smith@stateu.edu	Phone	(123) 456-7890					
Supplier Information								
Name	Acme Computer Supplies							
Address 1	1234 Business Way							
Address 2								
City	Somewhere	State	IL	Zip Code	61820			
E-mail	order@acmesupply.edu	Web	www.acmesupply.edu					
Phone	(123) 222-3344	Fax	(123) 222-3355					
Items								
Item #	Part Number	Description	Quantity	Unit Cost	Total Cost			
1	197-540501	Toner Cartridge for LaserJet 4100 Series 6000 Page Duty Cycle	2	\$29.95	\$59.90			
2	555-013097	Ink Cartridge color for Epson Stylus C62	3	\$27.00	\$81.00			
3	555-0167213	Parallel Printer Cable 10ft	1	\$6.00	\$6.00			
				Sub-Total	\$146.90			
				Tax	\$10.28			
				Shipping	\$15.80			
Total					\$172.98			
Approval								
Person	Sara Johnson			Date	9/7/2005			

[illegible]

[illegible]

[illegible]

Column 1	Column 2	Column 3	Column 4
pellentesque pellentesque nisi nascetur elementum platea turpis, eu, pulvinar et, a mauris, etiam vel, facilisis mus, egestas in dapibus.	pellentesque pellentesque nisi nascetur elementum platea turpis, eu, pulvinar et, a mauris, etiam vel, facilisis mus, egestas in dapibus.	pellentesque pellentesque nisi nascetur elementum platea turpis, eu, pulvinar et, a mauris, etiam vel, facilisis mus, egestas in dapibus.	pellentesque pellentesque nisi nascetur elementum platea turpis, eu, pulvinar et, a mauris, etiam vel, facilisis mus, egestas in dapibus.
two-column footer		two-column footer	