

PURCHASE ORDER TO :

Purchase Order #	RFM 12345		
	Bacolod City,Philippines		
Balance Due	PHP500.00		
	Tel No. 132-1234		
Purchase Order Date	2017-06-01		
ITEMS & DESCRIPTION	QTY	RATE	AMOUNT
Payment Terms		Due On Receipt	
Papaya Soap	4	PHP 25.00	PHP100.00
Due Date		2017-06-01	
Status		Sub Total	PHP100.00
		Confirmed	
		Total	PHP98.00
		10%	PHP10.00
		VAT	PHP12.00