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**CTE SALES INC**  
Murcia Road, Bacolod City,  
Negros Occidental Philippines

**Purchase Requisition**

|                |                           |                |                  |
|----------------|---------------------------|----------------|------------------|
| Company Name:  | RFM Philippines           | Balance Due:   | PHP 500.00       |
| Address:       | Bacolod City, Philippines | PO Date:       | 2017-06-01       |
| Contact No:    | +63 (34) 123-4567         | Payment Terms: | Due On Receipt   |
| Email Address: | rfmphilippines@co         | Due Date:      | 2017-06-01       |
| Other Info:    | Lorem Ipsum Dolro Sit     | Status:        | <b>Confirmed</b> |

| SKU      | ITEM & DESCRIPTION | QUANTITY | RATE               | TOTAL             |
|----------|--------------------|----------|--------------------|-------------------|
| #123THUQ | Papaya Soap        | 4        | PHP 25.00          | PHP 100.00        |
| #456POAS | Banana Soap        | 4        | PHP 25.00          | PHP 100.00        |
| #567ATAY | Melon Soap         | 4        | PHP 25.00          | PHP 100.00        |
| #789YUBA | Guava Soap         | 4        | PHP 25.00          | PHP 100.00        |
|          |                    |          | SUBTOTAL           | PHP 400.00        |
|          |                    |          | TAX 10%            | PHP 40.00         |
|          |                    |          | <b>GRAND TOTAL</b> | <b>PHP 440.00</b> |