

PURCHASE ORDER

ISSUED BY:  
Global Procurement Systems Inc.  
1234 Business Avenue  
New York, NY 10001  
Tel: (555) 123-4567

PO Number:	PO-2024-01047	Date:	2025-11-13
Vendor:	Atlas Equipment Corp	Vendor ID:	V-1010
Buyer:	John Wade	Department:	Manufacturing
Delivery Date:	2025-12-07	Currency:	USD

Delivery Address:  
4873 Small Trail Suite 866, Cooleyview, MI 13890

Item Code	Description	Qty	Unit Price	Total
OS-002	Standing Desk Adjustable	5	\$486.07	\$2430.35
OS-004	Whiteboard 6x4 ft	7	\$178.58	\$1250.06
IT-001	Dell Laptop XPS 15	10	\$1592.82	\$15928.20

Subtotal:	\$19608.61
Tax:	\$1960.86
GRAND TOTAL:	\$21569.47

Terms & Conditions: This purchase order is subject to our standard terms and conditions. Please acknowledge receipt and confirm delivery schedule within 24 hours.