

# PURCHASE ORDER

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

<b>PO Number:</b>	PO-2024-01015	<b>Date:</b>	2025-11-09
<b>Vendor:</b>	Nordic Supplies AB	<b>Vendor ID:</b>	V-1009
<b>Buyer:</b>	Mary Coleman	<b>Department:</b>	Operations
<b>Delivery Date:</b>	2025-11-23	<b>Currency:</b>	USD

**Delivery Address:**  
197 Kristine Courts, Courtneytown, ND 31549

Item Code	Description	Qty	Unit Price	Total
OS-004	Whiteboard 6x4 ft	14	\$162.53	\$2275.42
IT-002	HP Desktop Workstation	14	\$1247.26	\$17461.64

<b>Subtotal:</b>	\$19737.06
<b>Tax:</b>	\$2565.82
<b>GRAND TOTAL:</b>	<b>\$22302.88</b>

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