

PURCHASE ORDER

PO #PO-009JG

|  |  |
| --- | --- |
| PO Date | 2023-12-05 |
| Buyer’s Name | John Doe |
| Address | 123 Main St, Cityville |
| Delivery Address | 456 Main St, Cityville |
| Sales Tax Reg # | ST123456 |
| NTN # | NTN123456 |
| Contact Number | +1 555-1234 |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Item** | **Quantity Ordered** | **Unit (MTN/Liters)** | **Rate Unit/Ltr** | **Price Exclusive of Sales Tax** | **Sales Tax** | **Price Inclusive of**  **Sales Tax** |
| Product A | 10 | pcs | 25 | 250 | 12.5 |  |
| Product B | 5 | kg | 10 | 50 | 2.5 |  |
|  |  |  |  |  |  |  |
| TOTAL |  |  |  |  |  |  |