

Purchase Order

Company name GreenTech Solutions Date 15 Feb 2025
Address 101 Maple Road, San Fran PO No. PO-2002
Contact Details (415) 555-1212 Contract No. SP-2025-05

Billed to: Shipped to:
Name Michael Brown Name Sarah Johnson
Company Name Horton Inc Company Name Horton Inc
Address 202 Birch Lane Miami Address Distribution Center 303 Cedar Drive
Contact Details (305) 555-3456 Contact Details (305) 555-6789

Item No.	Description	Unit	Quantity	Unit Price	Total
					Subtotal
					Taxes
					Shipping
					TOTAL

Authorized by:
Signature _____ Job Title _____
Name _____

Comments or Additional Instructions Subtotal