

ACME CORPORATION
456 Client Street
Seattle, WA 98101
Phone: (555) 987-6543

PURCHASE ORDER

PO Number: PO-49010
PO Date: August 13, 2023
Vendor Number: V-10010
Buyer: Jane Procurement

Vendor:
Workday Inc
123 Business Way
Business City, ST 12345

Line	Description	Quantity	Unit Price	Total
1	Workday HCM Subscription - Q2 2024	1	\$14,500.00	\$14,500.00

Total: \$14,500.00

Terms & Conditions:
• Payment: Net 30 days
• Delivery: As specified in contract
• This PO authorizes the vendor to proceed with order