

<Company Name> <Address>

<Address>

<Contact Number>

<Default Email Address>

<Website URL>

PURCHASE ORDER

P.O. NUMBER	DATE	
23781	nn/dd/yyyy	

		23701		IIII/uu/yyyy
VENDOR		CUSTOMER		
NAME		NAME		
<sales person=""></sales>		John Smith		
COMPANY NAME		COMPANY NAME		
<company name=""></company>		Redline Auto Center		
ADDRESS		ADDRESS		
<address></address>		16040 S. US 27 Lansing, Michigan 48906		
PHONE		PHONE		
<phone></phone>		517-367-7010		
EMAIL ADDRESS		EMAIL ADDRESS		
<email address=""></email>		johnsmith@redline.com		
SHIPPING TERMS		SHIPPING METHOD		
Freight on Board		Air & Land		
Code	Product Description	Quantity	Unit Price	Amount
304-98632	Brake Discs, Pads & Calipers	4	111.36	445.44
501-35587	Control Arm	2	60.93	121.86
886-19386	Suspension Lift Kit	2	399.83	799.66
Note:	ote:		Subtotal (\$)	
Payment shall be 30 days upon receipt of the items above.		Discount (%)	10	1,366.96 136.70
		Sales Tax (%)	12	164.04
		Other Cost (\$)		500.00
		Shipping & Hand	dling (\$)	800.00
		Total Amount (\$)		2,694.30