

Sample Purchase Order Summary

P.O. #2025-442 To: SupplyCo XYZ **Date:** 2025-08-15

Items: 500 reams of A4 Photocopy Paper (Brand: Preeti Papers)

Unit Cost: \$10.00

Total Amount: \$5,000.00

Authorized by: Ramesh Chunawala

Signed by:
