Purchase Order (PO)

PO Number: PO-2025-045  
Date: May 12, 2025

Buyer:  
ABC Technologies Inc.  
123 Market St., New York, NY

Supplier:  
XYZ Electronics Co.  
456 Supplier Lane, San Jose, CA

|  |  |  |  |
| --- | --- | --- | --- |
| Item Description | Quantity | Unit Price | Total |
| 27” LED Monitors | 10 | $150.00 | $1,500.00 |
| USB-C Docking Stations | 10 | $90.00 | $900.00 |

Subtotal: $2,400.00  
Tax (8%): $192.00  
Shipping: $50.00  
Total Due: $2,642.00

Delivery Date: May 20, 2025  
Payment Terms: Net 30  
Shipping Method: FedEx Ground  
Authorized By: [Signature]