

PURCHASE ORDER

Ad4tech Material LLC

67h, Martin street
Alexander road
576832
Mobile: +123456789
Email: ad4example@gmail.com



Supplier	PO No :	PO-001
Green1 Materials LLC	Date :	Jun 22, 2021
#34, Car street		
City park		
Honk Kong		

Sl.	Description	Qty	Rate	Amount
1	Desktop furniture	1	\$ 232.00	\$ 232.00
2	Plumbing and electrical services	2	\$ 514.00	\$ 1,028.00
3	Water tank repair works	2	\$ 152.00	\$ 304.00

Payment Instructions	Subtotal	\$ 1,564.00
Pay Cheque to	Total	\$ 1,564.00
John Doe	Paid (Jun 22, 2021)	\$ 232.00
	Balance Due	\$ 1,332.00


Authorized Signatory