



## Purchase Order

P.O. Number **8745236985**

P.O. Date *Feb 08, 2004*

### Ordered By

Any Company Name  
555, Any Blvd.  
Any City, ST, 12345  
Any Country

Phone Number: (123) 456-7890  
Fax Number: (123) 456-7899  
Contact Name: Contact Name

### Deliver To

Any Company Name  
7895, Any Street  
Any City, ST, 12346  
Any Country

Phone Number: (123) 456-7891  
Fax Number: (123) 456-7899  
Contact Name: Contact Name

Part No.	Description	Quantity	Unit Price	Amount
00010-100	Monitor	1	\$350.00	\$350.00
00010-200	Desk lamps	3	\$55.00	\$165.00
00025-275	Phone	5	\$85.00	\$425.00
00300-896	Address book	2	\$15.00	\$30.00
<b>Terms and Conditions</b> Account number: 123456		<b>Total</b>		<b>\$970.00</b>
		State Tax @ 7.00%		\$67.90
		Federal Tax @ 8.00%		\$77.60
		Shipping Charge		\$50.00
		<b>Grand Total</b>		<b>\$1,165.50</b>

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Authorized By