



PURCHASE ORDER

P.O. Number	
P.O. Date	
Resale No.	
GSA Sale	
Phone	
Contact	

TO:

SHIP TO:

F.O.B.:

SHIP VIA:

TERMS:

ITEM	QUANTITY	PART NUMBER	DESCRIPTION	REQUIRED DATE	U/M	EXT. AMOUNT	VENDOR DELIVERY	QUOTE NO.	UNIT PRICE

1. PURCHASE ORDER NUMBER, PART NUMBER AND QUANTITY MUST SHOW ON EACH CARTON.
2. Two packing sheets must accompany each shipment.
3. Protection of Material in Transit. All articles delivered on this order to be packed adequately to prevent any damage in shipment and storage. Use of newsprint and glassine bags prohibited. All packages to be properly identified.
4. Seller must execute acknowledgment copy hereof and return to buyer. No other form of acceptance is binding on buyer. Buyer expressly limits acceptance to the terms stated herein and any additional or different terms proposed by seller shall not be binding on buyer, whether or not they would materially alter this order, and are rejected.
5. ANY BOX OVER 50 KILOS WILL BE REFUSED.



SUB-TOTAL	
TAX	
TOTAL	

John Hancock

P.O. ACKNOWLEDGED BY:
NAME: _____

BUYER _____ DATE _____

DATE: _____