



230 Railway Avenue Box 647  
Southey SK S0G 4P0  
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# PURCHASE ORDER

**PURCHASE  
ORDER  
NUMBER**

**123456**

**THIS NUMBER MUST APPEAR ON ALL  
PACKAGES, INVOICES, AND CORRESPONDENCE**

TO: \_\_\_\_\_

SHIP TO: \_\_\_\_\_

DATE	LATEST DATE DELIVERY ACCEPTED	SHIP VIA	F.O.B.	W/O NUMBER	ACCT. NO.
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PLEASE SUPPLY THE FOLLOWING GOODS SUBJECT TO THE CONDITIONS SPECIFIED BELOW

QUANTITY	PART NUMBER	DESCRIPTION	UNIT PRICE

- 1) CONFIRMATION OF ORDER MUST BE RECEIVED PRIOR TO SHIPMENT OF MERCHANDISE.
- 2) ALL INVOICES MUST CARRY OUR PURCHASE ORDER NUMBER.
- 3) MAKE NO SUBSTITUTIONS OR CHANGES WITHOUT AUTHORITY FROM US.
- 4) DELIVER NO GOODS WITHOUT SIGNED PURCHASE ORDER.
- 5) WE RESERVE THE RIGHT TO CANCEL THIS ORDER IF SHIPMENT IS NOT MADE AS PROMISED.
- 6) THIS ORDER MUST NOT BE BILLED AT HIGHER PRICES THAN QUOTED.
- 7) MATERIAL IS SUBJECT TO BUYER'S INSPECTION AND ACCEPTANCE AT A REASONABLE TIME AFTER DELIVERY, UNSATISFACTORY GOODS RETURNABLE AT SUPPLIER'S EXPENSE.

PER \_\_\_\_\_

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