



Company Header Information Here  
put addresses, etc. etc.

**Purchase Order**

Date Ordered June 9, 2005  
Order # WS10010  
Current Status **Approved**

**Shipping Destination Address :**

Company XYZ  
ZJAA  
2003 Open Blvd  
Orem, UT

Payment Information

Order Terms: Payment (net days) 30  
Payment (discounted if paid within specified days) 2 10

**Product**

GZ-9290 - GZ-9290-5 His/Her Gizmo  
GZ-1000 - GZ-1000-5 Tiny Gizmo

<b>Quantity</b>	<b>Unit / List</b>	<b>Sub.Total</b>
5	\$44.99	\$224.95
15	\$6.75	\$101.25
<b>Items SubTotal</b>		\$326.20
<b>Total Due</b>		\$326.20

Here is a good place to put boilerplate terms and conditions for a purchase order.