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| --- | --- | --- | --- |
|  | **<Company Name>**<Address><Address><Contact Number><Default Email Address><Website URL> | **PURCHASE ORDER** |  |
|  |  |
|  |  |  | P.O. NUMBER | DATE |  |
|  |  |  | 23781 | nn/dd/yyyy |  |
|  |  |  |  |  |  |  |  |
|  | **VENDOR** |   | **CUSTOMER** |  |
|  | NAME |   |  | NAME |   |   |  |
|  | <Sales Person> |  | John Smith |  |
|  | COMPANY NAME |  | COMPANY NAME  |  |
|  | <Company Name> |  | Redline Auto Center |  |
|  | ADDRESS |   |  | ADDRESS  |  |
|  | <Address> |  | 16040 S. US 27Lansing, Michigan 48906 |  |
|  |  |  |
|  | PHONE |   |  | PHONE  |  |
|  | <Phone> |  | 517-367-7010 |  |
|  | EMAIL ADDRESS  |  | EMAIL ADDRESS  |  |
|  | <Email Address> |  | johnsmith@redline.com |  |
|  |  |  |  |  |  |  |  |
|   | SHIPPING TERMS |   | SHIPPING METHOD |  |  |
|  | Freight on Board |   | Air & Land |  |  |
|  | **Code** | **Product Description** | **Quantity** | **Unit Price** | **Amount** |  |
|  | 304-98632 | Brake Discs, Pads & Calipers | 4 | 111.36 | 445.44 |  |
|  | 501-35587 | Control Arm | 2 | 60.93 | 121.86 |  |
|  | 886-19386 | Suspension Lift Kit | 2 | 399.83 | 799.66 |  |
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|  | **Note:** | **Subtotal ($)** | **1,366.96** |  |
|  | Payment shall be 30 days upon receipt of the items above. | Discount (%) | 10 | 136.70 |  |
|  | Sales Tax (%) | 12 | 164.04 |  |
|  | Other Cost ($) | 500.00 |  |
|  | Shipping & Handling ($) | 800.00 |  |
|  | **Total Amount ($)** | **2,694.30** |  |
|   |  |