Retail Inventory Stock Purchase Order

PO Number

| Enter PO Number |

Order Date

| |

Supplier Name

| Enter Supplier Name |

Supplier Contact

| Enter Contact Info |

Store Name

| Enter Store Name |

Store Address

| Enter Store Address |

Expected Delivery

| |

Order Items

SKU/Item Code	Description	Unit	Quantity	Unit Cost	Total
SKU	Description	p ▼			
SKU	Description	p ▼			
SKU	Description	p ▼			
				Grand Total	

Notes / Comments

| Add any notes or comments... |

Prepared By

| Name |

Date

| |

Approved By

| Name |

Date

| |