

# Purchase Order

**PO Number:** 0012356

**Date:** 2024-06-14

**Vendor ID:** HGR-1098

## Bill To

Home Goods Retail Inc.  
123 Commerce Blvd  
Springfield, IL 62701  
Phone: (555) 123-4567  
Email: ap@homegoodsretail.com

## Ship To

Home Goods Retail Warehouse  
456 Logistics Pkwy  
Springfield, IL 62702  
Phone: (555) 987-6543

## Vendor

Cozy Home Supplies LLC  
789 Supplier Road  
Memphis, TN 38103  
Phone: (901) 555-2020

## Order Details

Item #	Description	Quantity	Unit Price	Total
1001	Memory Foam Pillow - Standard Size	50	\$20.00	\$1,000.00
1002	Cotton Throw Blanket - Blue	30	\$18.50	\$555.00
1003	Ceramic Vase - White, 10in	15	\$12.00	\$180.00

### Notes:

Please deliver to the warehouse address between 9am-4pm, Mon-Fri. Include a copy of this PO with the shipment.

Terms: Net 30 days.

Subtotal	\$1,735.00
Shipping	\$45.00
<b>Total</b>	<b>\$1,780.00</b>

**Authorized By:** \_\_\_\_\_

**Date:** \_\_\_\_\_