Sample Purchase Order Form

XYZB Company
123 Main Street, Big Town, NY 10000
Telephone (999) 555-5999 FAX (999) 555-4999
www.xyzbcompany.com

SUPPLIER: Code 10  SHIP TO:
BEST HARDWARE
595 Phillips Street
Los Angeles, CA 99999

XYZB COMPANY
124 Main Street
Big Town, NY 10000

Please furnish items requested below subject to the conditions shown on this form. Ship to the buyer’s address at the top unless otherwise stated herein.

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Unit of Measure</th>
<th>Description</th>
<th>Price</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>50</td>
<td>Each</td>
<td>4” Blue Widgets</td>
<td>$ 1.00</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>2</td>
<td>100</td>
<td>Dozen</td>
<td>RXY Stainless Steel Yokes, part number 449091</td>
<td>40.00</td>
<td>4,000.00</td>
</tr>
</tbody>
</table>

Total $ 4,050.00

STATE TAX NUMBER 444-5555 Taxable ☐ Nontaxable ☐

NONCONFIRMING ☐ CONIRMING ORDER ☒ PLACED VIA TELEPHONE
TO: George Jones on 3/10/00, DO NOT DUPLICATE

This order expressly limits acceptance to the terms of the order and any additional or different terms proposed by the seller are rejected unless expressly assented to in writing by the buyer. Time is of the essence with this order. If unable to ship as scheduled, advise the buyer immediately to obtain approval of any revised ship date. Any payment discount terms provided herein, shall date from the scheduled delivery date, the date the goods are physically received, or the date of invoice, whichever is later. ADDITIONAL TERMS AND CONDITION ON THE REVERSE SIDE OF THIS DOCUMENT.

Buyer: R. S. Smith
Approved by: ____________________________

APSPO1203