PURCHASE ORDER

Example Company Inc.
123 Business Avenue
Suite 400
New York, NY 10001
United States

PO Number: PO-2026-0042
Date: April 8, 2026
Status: DRAFT

VENDOR

Vendor Name
456 Supplier Street
Chicago, IL 60601
vendor@example.com

SHIP TO

Example Company Inc.
123 Business Avenue
New York, NY 10001
receiving@example.com

#	SKU	Description	Qty	Unit Price	Total
1	OHT-C11	Testing Product 11	10	$0.00	$0.00
2	OHT-C116	Testing Product 116	30	$0.00	$0.00
				Subtotal:	$0.00
				Shipping:	$0.00
				TOTAL:	**$0.00**

Notes & Terms

1. Please reference the PO number on all invoices and correspondence.
2. Unit prices and totals are to be confirmed with vendor upon acceptance.
3. Delivery expected within 30 days of PO acceptance.
4. This is an example/draft purchase order for reference purposes.

Authorized Signature

Date