

Company Name

123 town/city/state/country zip

Phone# (555)-5555-5555

Invoice# L009-987

Email abc(@)wordexceltemplates.com

LOGO HERE

Purchase Order Invoice

Vendor

Company Name

ABC Ltd.

Name

Mr. Adam Smith

Address

B-98 WEST Garden

Phone#

(000) 111-2222

Ship To

John Thomas

Business client

1234 town/city/state/country

(444) 234-5555

COMMENTS: [ENTER YOUR COMMENT HERE]

Date 23/08/2015

Company ID

56-09A

P.O Number

897-A23

Phone#

(111) 222-3333

TERMS

Due on Receipt

Item	Description	Quantity	Unit Price

SUBTOTAL

TAX RATE

SALES TAX

SHIPPING & HANDLING

Other

TOTAL

Make all checks payable to Company Name

Amount
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00

