

Purchase Order

BLANK TEMPLATE | Currency: INR

Buyer	_____
Supplier	_____
PO / date	_____
Quote reference	_____
Requested delivery	_____
Ship to	_____
Payment terms	_____
Authorized buyer	_____

Description	Quantity	Rate (INR)	Amount (INR)
Subtotal		INR _____	
Order value		INR _____	

Buyer-issued order example; not a supplier invoice or payment receipt.
No inventory, supplier approval or tax classification is performed.