

Northwind Bakery Co.

1200 Commerce Way
Columbus, OH 43215
purchasing@northwindbakery.com · (614) 555-0118

PURCHASE ORDER

PO #	PO-2047
Date	Oct 12, 2026
Deliver by	Oct 23, 2026
Payment terms	Net 30
Ship via	Ground
F.O.B.	FOB Destination
Requisitioner	Dana Ortiz
Reference	Quote 88213

VENDOR

Summit Packaging Supply

Sales: Marcus Lee
450 Industrial Pkwy
Indianapolis, IN 46204
orders@summitpack.example · (317) 555-0190

SHIP TO

Northwind Bakery Co.

1200 Commerce Way
Columbus, OH 43215
(614) 555-0118

Item #	Description	Qty	Unit price	Total
BX-1210	Bakery box 12 x 10 x 4 in, white (case of 100)	20	\$38.50	\$770.00
CL-0800	Clear clamshell 8 oz (case of 250)	8	\$52.00	\$416.00
LB-2X3	Ingredient labels 2 x 3 in (roll of 1,000)	10	\$14.75	\$147.50

NOTES / SPECIAL INSTRUCTIONS

Deliver to the loading dock, Mon-Fri 7 am to 3 pm.

TERMS AND CONDITIONS

- Quote this PO number on every invoice, packing slip and delivery note.
- Supply only the items, quantities and prices on this order. Tell us before shipping if anything changes.
- Partial deliveries need our approval. Goods are accepted after inspection on receipt.
- Send invoices to the buyer's email above. Payment follows the terms on this order.

Subtotal	\$1,333.50
Discount	-\$50.00
Tax (7.5%)	\$96.26
Shipping	\$45.00

TOTAL	\$1,424.76
-------	------------

AUTHORIZED BY (SIGNATURE)

DATE