

Purchase Order



Use the sheet icon at the far right to create your own copy of this sheet. Do not make changes to this sheet.

My Comp any Name
Address
City, State
Zip
Phone: (617) 555-5000
Fax: (617) 555-5000

PURCHASE ORDER NO.

ORDER DATE

TERMS

E-mail: me@company.com
 http://www.mycompany.com
 URL: www.mycompany.com

F.O.B.

SHIPPED VIA

SOLD TO:
 Customer Address
 Zip

SHIPPED TO:
 Same

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE
			SUBTOTAL
			TAX
			FREIGHT
			TOTAL

Send Correspondence To:
 Name
 Company Name
 Address
 State
 Phone

Questions concerning this purchase order?

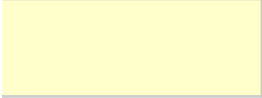
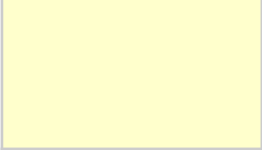
APPROVED BY _____

DATE _____

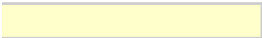


Purchase Order No.

11/1/94



AMOUNT



Variables

%Sheet_Count

counter

strings

<u>RangeNames</u>
_1
_2
_3
_4
_5
_6
_7
_8
_9
_10
_11
_12
_13
_14
_15
_16
_17
_18
_19
_20
_21
_22
_23
_24
_25
_26
_27

order

<u>RangeNames</u>
%S_1
%S_2
%S_3
%S_4

<u>RangeNames</u>
%F_1

<u>RangeNames</u>
%R_5

RangeNames

%D_1

%D_2

%D_3

RangeNames

%Sa_1

%Sa_2

%Sa_3

%Sa_4

%Sa_5

%Sa_6

%Sa_7

%Sa_8

%Sa_9

%Sa_10

%Sa_11

%Sa_12

%Sa_13

%Sa_14

%Sa_15

%Sa_16

%Sa_17

%Sa_18

Purchase Order Sheet Strings

Strings

Phone:

Fax:

E-mail:

URL:

SOLD TO:

SHIPPED TO:

PURCHASE ORDER NO.

ORDER DATE

TERMS

SHIPPED VIA

Purchase Order

F.O.B.

QUANTITY

UNIT

DESCRIPTION

UNIT PRICE

AMOUNT

SUBTOTAL

TAX

FREIGHT

Send Correspondence To:

Questions concerning this purchase order?

APPROVED BY

TOTAL

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Order No.

Sheet Strings

Strings

Purchase Order

WorkArea

Strings

Scripts

Function Strings

Strings

screen-width

Range Strings

Strings

%Sheet Count

FileInfo Strings

Strings

SmartMasters

Generate a Purchase Order

Use this SmartMaster to track outgoing orders.

Sample Data strings

Strings

My Company Name

Address

City, State Zip

(617) 555-5000

(617) 555-5000

me@company.com

<http://www.mycompany.com>

Customer

Address

City, State Zip

Purchase Order No.

11/1/94

Same

Name

Company Name

Address

State

Phone

ke changes to this sheet.