

NC State University Department of Chemistry

Small Purchase Order Form

Vendor Address

Name <input style="width: 95%;" type="text"/> Address <input style="width: 95%;" type="text"/> City <input style="width: 15%;" type="text"/> State <input style="width: 5%;" type="text"/> Zip Code <input style="width: 15%;" type="text"/> Phone # <input style="width: 15%;" type="text"/> Fax # <input style="width: 15%;" type="text"/>	Person Placing Order: <input style="width: 95%;" type="text"/> Today's Date: <input style="width: 20%;" type="text"/> ACCOUNT NUMBER: <input style="width: 95%;" type="text"/> PURCHASE ORDER NUMBER: <input style="width: 95%;" type="text"/>
---	---

Authorized Signature:

Item #	Quantity Ordered	Catalog No.	Description	Unit Price	Total Price

Additional Vendor Contact Information (URL, Person, Quote, etc.): <div style="border: 1px solid black; height: 40px; width: 100%;"></div>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: right;">Subtotal</td><td> </td></tr> <tr><td style="text-align: right;">Shipping</td><td> </td></tr> <tr><td style="text-align: right;">Total</td><td> </td></tr> </table>	Subtotal		Shipping		Total	
Subtotal							
Shipping							
Total							

Billing Address:
North Carolina State University Chemistry Business Office 2620 Yarbrough Drive Box 8204 Raleigh, NC 27695-8204 Business Office Phone: 919.515.7361 Business Office Fax: 919.515.8909

Ship To Address:
North Carolina State University Department of Chemistry ATTN: Phone: Fax: Email:

EFFECTIVE JULY 1, 2004 TAX EXEMPT ID# 400021 University payment terms: Net 30
