



**PURCHASE ORDER FORM**  
**TO BE COMPLETED FOR ALL PURCHASES PLACED ON WHS BOOSTERS ACCOUNTS**

Person Placing Order \_\_\_\_\_ Payment Terms \_\_\_\_\_

Supplier \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_

<u>QTY</u>	<u>Item Specifications</u>	<u>Unit Price</u>	<u>Total</u>
_____	_____	\$ _____	\$ _____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
		Sub Total	\$ _____
		Tax	\$ _____
		<b>Total</b>	\$ _____

Account To Be Charged for this Purchase \_\_\_\_\_

WHS Boosters Approval: \_\_\_\_\_ Signature \_\_\_\_\_  
 Name

Date of Approval \_\_\_\_\_