Northfield Home Goods LLC

3300 Commerce Ct, Unit B, Fargo, ND 58102
(701) 555-0185 | purchasing@northfieldhome.example

PURCHASE ORDER

PO #: NHG-PO-2026-0412
Date: Nov 16, 2026
Requested by: A. Lindgren

Vendor & delivery

Vendor	Ship to
Prairie Packaging Supply 900 Industrial Blvd West Fargo, ND 58078 sales@prairiepack.example	Northfield Home Goods - Warehouse 3300 Commerce Ct, Dock 2 Fargo, ND 58102 Receiving: (701) 555-0186

Requisitioner	Ship via	Shipping terms	Required by	Payment terms
A. Lindgren	Vendor truck	FOB destination	Nov 24, 2026	Net 30

Items ordered

Item #	Description	Qty	Unit	Unit price	Total
PK-1210	Corrugated shipping box 12x10x8, 200# test	500	ea	$0.86	$430.00
PK-0904	Kraft paper void fill roll, 15 in x 900 ft	6	roll	$38.50	$231.00
TP-2048	Carton sealing tape 2 in x 110 yd, clear	48	roll	$2.95	$141.60
LB-4600	Thermal shipping labels 4x6, 500/roll	10	roll	$14.75	$147.50
PK-1612	Corrugated shipping box 16x12x6	250	ea	$1.12	$280.00
				Subtotal	$1,230.10
				Sales tax (exempt - resale/packaging certificate on file)	$0.00
				Shipping / freight	$145.00
				Other	$0.00
				TOTAL	**$1,375.10**

Comments / special instructions

Deliver Mon-Fri 8 AM - 3 PM to Dock 2. Call receiving 30 minutes ahead. Reference the PO number on all cartons and the invoice.

Terms (edit to match your policy)

- Please confirm receipt of this order, price and delivery date within 2 business days.
- Invoices must show the PO number; partial shipments require prior approval.
- Goods are subject to inspection on receipt; damaged or non-conforming items may be returned at the vendor's expense.
- Price and quantity changes require a revised PO.

SAMPLE

Preview only - the download contains the editable, unwatermarked files.