

PURCHASE ORDER

Meridian Supply Co.
4400 Harbor Boulevard, Suite 200
Camden Harbor, OR 97000
(555) 0142 - hello@meridiansupply.example

PO #: PO-4471
Date: 2026-01-14
Buyer: Brightside Cafe Group
Terms: Net 30

Item	Qty	Unit	Amount
Recycled A4 copy paper, 80 gsm (case of 5 reams)	12	\$24.50	\$294.00
Gel ink rollerball pens, black (box of 12)	20	\$8.75	\$175.00
Full-strip heavy-duty stapler	6	\$15.00	\$90.00
Sticky note pads, 76 x 76 mm (pack of 12)	10	\$6.40	\$64.00
Nitrile cleaning gloves, medium (box of 100)	8	\$11.25	\$90.00

Subtotal \$713.00
Tax (8.5%) \$60.61
Total \$773.61

Reference PO-4471 on the invoice and all packing slips. Ship to buyer address on file.