| **PURCHASE ORDER REQUEST** |
| --- |
| **THE BOARD OF EDUCATION OF OHIO COUNTY, WV** **RESA 6 Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Phone 304-243-0440 30 G. C. & P. Road****Fax 304-243-0443 Wheeling, WV 26003 PO#**  **Account #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Mail P.O. To: Ship to the Attention:****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
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300.6

**NET DUE 30 DAYS FROM INVOICE DATE**

| **Quantity** | **Description** | **Unit Price** | **TOTAL** |
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**Should vendor copy be mailed? 🞏 yes 🞏 no Does P.O. need to be faxed? 🞏 yes 🞏 no**

 **Authorized Signature Date**