

REGION III SPECIAL EDUCATION COOPERATIVE

1800 Storey Lane
Cottage Hills, IL 62018
(618) 462-1031
Fax: (618) 462-1035

PURCHASE ORDER

COMPANY: _____
ADDRESS: _____

DATE: _____
P.O. # _____
REQUISITIONER: _____

SHIP TO: _____
ADDRESS: _____

TAX EXEMPT #: E9987-7155-02
FUND: _____

	Quantity	Date	Catalog Number	Description of Items	Unit	Price
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						

NOTE: THE PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES, ETC.
PLEASE SEND TWO COPIES OF YOUR INVOICE WITH ORIGINAL BILL OF LADING.

Approved Purchasing Agent