

PURCHASE ORDER

Messiah Lutheran Church

6900 Kingston Pike, Knoxville, TN 37919 • Phone: 865-588-9753 • Email: wdmason7@ptd.net

Please complete all appropriate blanks for approval

Date _____

Payee _____

Address _____

QTY	DESCRIPTION	UNIT PRICE	\$TOTAL
		\$	\$
		\$	\$
		\$	\$
		\$	\$
	Shipping and Handling (if applicable)		\$
	GRAND TOTAL		\$

CHARGE TO:

PLEASE COMPLETE INFO BELOW

Please mail check to payee/address listed above

Charged to church credit card ending in # _____

Charged to standing account of payee listed above

Please return check to requisitioner who will place order and/or distribute check

Please provide a TN sales tax Certificate of Exemption with payment

Church will be billed

Please order for me

PURCHASER'S NAME _____

Approved by _____

Notes or Comments: