

# DO NOT WRITE IN SHADED AREAS

## UC DAVIS STORES PURCHASE ORDER



UC DAVIS STORES  
UNIVERSITY OF CALIFORNIA DAVIS, CA 95616  
PHONE (530) 752-~~xxxx~~ 1996

No. **XXXXXX**

RECHARGE #           -          -          -  
C      Account (Required)      Sub Account (optional)      Project Code (optional)

ORIGINATING DEPARTMENT \_\_\_\_\_  
\_\_\_\_\_

NO DISCOUNTS ON TEXTBOOKS, COMPUTER PRODUCTS, ART SUPPLIES AND OTHER SELECT ITEMS.

CONTACT NAME \_\_\_\_\_ Ext. 2- \_\_\_\_\_

**INSTRUCTIONS**

- ① USE SEPARATE PURCHASE ORDER FOR EACH RECHARGE NUMBER.
- ② NO SPLIT TENDER TRANSACTIONS.
- ③ RETURNS MUST BE ACCOMPANIED BY A REGISTER RECEIPT AND COPY OF THIS FORM.

MDSE. DEPT.	QUANTITY	CLERK INT.	DESCRIPTION	RECEIVED BY	DATE	UNIT PRICE	EXTENDED PRICE

Proof #2

APPROVED * _____ SIGNATURE * _____ PRINT _____ TITLE _____ _____ DATE	SUB TOTAL	DISCOUNT	SALES TAX	TOTAL
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DELIVERED
 
 SALES TAX EXEMPT

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