



Purchase Order

Company Name:
Address:
City, State, Zip Code:
Phone:
Fax:
E-mail Address:

P.O. Date:
P.O. Number:
Ship to Arrive by Date:
Project Name:
Project Number:
Sales Associate:

Ship To:

Name:
Address:
City, State, Zip Code:
Attention:

Phone:
Fax:
E-mail:

Special Instructions:

Qty	Product Specifications	List Price	Net Price	Net Extended Price
	Model Number:			
	Product Description:			
	Frame/Base Finish:			
	Arm Finish:			
	Back Upholstery/Wood/Plastic:			
	Seat Upholstery/Wood/Plastic:			
	Sidemark:			
	Model Number:			
	Product Description:			
	Frame/Base Finish:			
	Arm Finish:			
	Back Upholstery/Wood/Plastic:			
	Seat Upholstery/Wood/Plastic:			
	Sidemark:			
			Total	

Please email purchase orders to orders@encoreseating.com or fax to 562.926.1963.