Purchase Order Date: ########

PURCHASE ORDER

Purchase Order Number: ABC123

CFF Area School District
123 Right Way
Harrisburg PA 18067
717.555.1212

Vendor:
CDW•G, Inc
200 N Milwaukee Ave
Vernon Hills, IL 60061
Fax: 123.123.1234

Terms:
Net 30

Ship To:
CFF Area School District
123 Right Way
Harrisburg PA 18067
Fax: 717.555.1414

Item:	Qty:	Part:	Description:	Unit Price:	Extended Price:
1	30	Custom	Student Lenovo R500 with 3-year warranty	$719.51	$21,585.30
2	1	Custom	Teacher Lenovo R500 with 3-year Warranty	$953.96	$953.96
3	1	1234567	Polyvision or Promethean IWB	$1,032.10	$1,032.10
4	1	1234567	Bretford Cart	$898.00	$898.00
5	1	1234567	Epson PowerLite 83+ Projector	$683.00	$683.00
6	1	1234567	HP Printer	$146.14	$146.14
7	1	1234567	Canon ZR900 Digital Camcorder	$253.00	$253.00
8	1	1234567	KODAK EASYSHARE C813 8MP	$165.00	$165.00
9	2	1234567	D-Link Wireless Access Point	$119.00	$238.00
10	1	1234567	Cyber Acoustics Desktop Speakers	$8.50	$8.50
11	30	1234567	Extra 9-cell Batteries	$63.44	$1,903.20
12	2	1234567	Extra 9-cell Batteries	$63.44	$126.88
				PO Total:	**$27,993.08**

Instructions: Please send order notifications via email to john.doe@cffasd.org
Special Delivery Requirements: Liftgate Needed, Closed Labor Day
Note: Items 1-10 CFF Funds and Items 11-12 Local Funds

Account Number:	Description:	Amount:
123-45-67-8910	CFF Grant	$25,963.00
987-65-43-2100	District Funds	$2,030.08
	PO Total	**$27,993.08**

Authorizing Signature