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|  |  | | | | **PURCHASE ORDER** | | | | | | | | |
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|  | **To:** | |  |  | **Ship To:** | |  | |  | |  |  |  |
|  | **[Purchaser Name]** | | |  | **[Recipient Name]** | | | | | |  | **DATE** |  |
|  | [Company Name] | | | | [Company Name] | | | | | |  | |  |
|  | [Street Address] | | | | [Street Address] | | | | | |  |  |  |
|  | [City, ST ZIP Code] | | | | [City, ST ZIP Code] | | | | | |  | **CLIENT ID** |  |
|  | [Phone] | | | | [Phone] | | | | | |  | |  |
|  |  | | | | | | | | | | |  |  |
|  | **P/O NUMBER** | | | **SHIP VIA** | | | | | | | **TERMS** | |  |
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|  | **Date** | | **Details** | | | | **QTY** | | **BOTTLE  PRICE** | | **DISCOUNT\*** | **TOTAL** |  |
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|  |  | **Subtotal** | | | | 0 | |  | |
|  |  | **Sales Tax** | | | |  | |  | |
|  |  | **Shipping & Handling** | | | |  | |  | |
|  |  | **Other** | | | |  | |  | |
|  |  | | | |  | |  | | **TOTAL** | | |  |  |
|  |  | | | |  | |  | |  | |  |  |  |
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