



PURCHASE ORDER

Cornerstone Fellowship Church
 2243 Buckley Hall Road
 PO Box 126
 Cobbs Creek, VA 23035
 804/725-9145

Becoming all things to all men so that some might be saved. I Corinthians 9:22

Reimbursement to: _____ Today's Date: _____

(Office Use Only) PO #: _____

Person Requesting	Department	Date Needed

Please Allow 10 Days

Vendor	Processing of Ordering
	<input type="radio"/> Church Office to order <input type="radio"/> Bookstore to order <input type="radio"/> I will order

QTY	Description	Unit Price	Line Total
Subtotal			
Shipping			
Sales Tax			
Total			

Authorized Signature: _____

Approval Date: _____

Use By Date: _____

- * Please deliver this **completed** form to the Resource Center for processing.
- * Upon approval/disapproval and within 10 days this form will be returned to the Resource Center for you to pick up and make purchase if approved.
- * This Purchase Order is VOID if not returned to the Resource Center with receipts By the "Use By Date".