

PURCHASE ORDER NO: \_\_\_\_\_

DATE: \_\_\_\_\_

LITTLE COMPTON SCHOOL DEPARTMENT  
PURCHASE ORDER

VENDOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SHIP TO: Wilbur & McMahon Schools  
28 Commons, PO Box 178  
Little Compton, RI 02837  
Phone: 401-635-2351  
Fax: 401-635-2191

ATTN: \_\_\_\_\_

BILL TO: Little Compton School Dept.  
PO Box 178  
Little Compton, RI 02837  
ATTN: Accounts Payable  
Phone: 401-635-9596  
Fax: 401-635-9593

QUANTITY	ITEM DESCRIPTION	ITEM NO.	UNIT PRICE	AMOUNT
	Shipping and Handling			
	TOTAL			

NOTES: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

NOTE TO VENDOR: This purchase order is not to be honored without a purchase order number and an authorized signature. If the actual cost exceeds the total about by more than 10% (exclusive of shipping), do not complete this order without prior approval.