PURCHASE ORDER

CITY OF BURLINGTON

525 HIGH STREET
BURLINGTON, N.J. 08016
TEL. (609) 386-0200
FAX. (609) 733-1050

FEDERAL TAX EXEMPT NO. 21-6000401

PURCHASE ORDER

NUMBER

ABOVE PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, BILLS OF LADING PACKAGES AND CORRESPONDENCE

CHECK NO. _____

CHECK DATE. _____

REQUISITION	DATE OF ORDER	DELIVERY DATE	DEPARTMENT	CONTRACT NUMBER	CONTACT FOR INFORMATION (NAME AND EXTENSION NUMBER)

VENDOR

SHIP TO

ITEM NO.	QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE

COMMENT:

TOTAL AMOUNT

EXTENSION AND FOOTINGS EXAMINED AND CHECKED

DATE	SIGNATURE

BURLINGTON CITY CERTIFICATION

I hereby certify that the above articles or services were necessary and for the sole use of the City of Burlington; have been received in good condition or properly performed; that the quantity and quality have been verified by me and the charges are fair and reasonable and according to the order.

DATE	SIGNATURE

AMOUNT	ACCOUNT NUMBER
$	
$	
$	

CLAIMANT'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons with the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

DATE	VENDOR TAX ID #
TITLE	SIGNATURE X

PURCHASE APPROVED

AUTHORIZING AGENT _____

PAYMENT APPROVED

DATE _____ MUNICIPAL CLERK _____

VOUCHER COPY - SIGN AT X AND RETURN FOR PAYMENT