

RECEIVING COPY OF PO

PO4003XC

Prints a “Receipt” copy of the Purchase Order for use in recording receipts before they are entered into the system. Once the data is entered, the Receipt Delivery Report can also be printed.

Frequency – As Needed

Type – On Request

Location – PDF file in Report Manager

***Navigation – Purchasing > Receipts > Reports >
Receiving Copy of PO***

Receiving Form

Ship To: See Detail Below

Purchase Order 40700-001-0000000128	Type AC	Date 06/30/2008	Revision	Page 1
Payment Terms Net 30	Freight Terms Destination		Ship Via COMMON	
Buyer / Phone: Tarsha Bowie 404-463-5843				

Vendor: 0000015689
DELL COMPUTER CORPORATION
2500 MCHALE COURT
AUSTIN, TX 78788

Vendor Fax: 800-677-8414

Line-Schd	Item	Description	Quantity Ordered	UOM	Ord	Quantity Received	UOM Recd
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Partial Full Shipment

Bill of Lading: _____

Packing Slip: _____

Ship Number: _____

Receiver No: _____

Receiving Agent: _____

Receipt Date: ____/____/____

Accepted by: _____

Accept Date: ____/____/____

1-1	92046	OFFICE PRO PLUS 2007	225.0000	EA			
Ship To: State Accounting Office Financial Systems 200 Piedmont Avenue SE Suite 1604, West Tower Atlanta, GA 30303-3404							
2-1	92046	OFFICE PRO PLUS 2007 CD	2.0000	EA			
Ship To: State Accounting Office Suite 1604, West Tower 200 Piedmont Avenue Atlanta, GA 30303-3404							
3-1	92046	PROJECT 2007	20.0000	EA			
Ship To: State Accounting Office Suite 1604, West Tower 200 Piedmont Avenue Atlanta, GA 30303-3404							
4-1	92046	PROJECT 2007CD	1.0000	EA			
Ship To: State Accounting Office Suite 1604, West Tower 200 Piedmont Avenue Atlanta, GA 30303-3404							