UC Davis Stores
Purchase Order

Recharge number:

Chart_____ **Account**_____ **Sub Account**_____ **Project** _____
Required Required Optional Optional

Department _____

Address _____

Phone_____

Contact name_____

_____
Person picking up (print)

_____
Signature

Delivery ☐ **Pick-up in-store** ☐

Qty	Item no.	Description	Unit Price	Line Total
			Subtotal	
			Tax	
			Total	

Tax Exempt ☐

Account Manager_____
Print

Account Manager_____ **Date**_____
Signature

No discounts on textbooks, computer products, campus produced, gift cards and other select items.

Visit ucdavisstores.com for purchase requirements and additional information, or call 752-1996.