ESF College Foundation

PURCHASE ORDER

The following number must appear on all invoices, bills of lading, and acknowledgements relating to this PO:

PURCHASE ORDER #:

P.O. DATE:

VENDOR (name & address):
PHONE:
FAX:

QUESTIONS REGARDING THIS ORDER:
Name:
E-mail:
Campus address:
Phone:

EIN: 15-6023443 **Tax Exempt: 258153**

QTY	UNIT	CHARGE Acct #	DESCRIPTION	UNIT PRICE	AMOUNT
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
				subtotal	$ 0.00
				SHIPPING	
				OTHER	
				TOTAL	$ 0.00

SHIP TO:

SUNY-ESF
Receiving - 307 Stadium Place
Syracuse, NY 13210

APPROVED BY ACCOUNT SIGNATORY DATE

SEND INVOICES TO:

Name Michelle Coyne
ESF College Foundation, Inc.
1 Forestry Drive, 214 Bray Hall
Syracuse, NY 13210
E-mail mcoyne@esf.edu
Phone 315-470-4896
FAX # 315-470-6928

APPROVED BY FOUNDATION EXECUTIVE DIRECTOR DATE

Nov 2016