

Your Company LLC

EIN 12-3456789 · Collects sales tax
500 Main Street, Suite 200 · Austin, TX 78701
(512) 555-0142 · contact@example.com

SALES ORDER

No. PED-1

Order date: October 8, 2026

CUSTOMER

Harbor Hardware Supply, Inc.

EIN 74-2184093
1200 Congress Ave, Suite 300 · Dallas, TX 75201

Email: purchasing@example.com

#	CODE	DESCRIPTION	QTY.	UNIT	UNIT PRICE	TAX	TOTAL
1	DRL-20V	Cordless hammer drill, 20V	10	Unit	\$189.00	Sales tax 8.25%	\$1,890.00

In words: TWO THOUSAND FORTY-FIVE US DOLLARS AND NINETY-THREE CENTS

Subtotal \$1,890.00
Sales tax 8.25% \$155.93

TERMS

Payment terms Credit
Term (days) 30
Delivery date October 13, 2026
Delivery city Dallas, TX
Customer purchase order PO-4521

Total \$2,045.93

Prepared by

Customer approval