Fax Order

2270 Beaver Road • Landover, MD 20785

ORDER DESK

Direct: (301) 386-5755
Toll Free: (800) 372-7766
Fax: (301) 773-8062 or (888) 268-6606

RECEIVED FROM

DELIVER TO
BUSINESS PRODUCTS ORDER DESK

DATE NEEDED	ACCOUNT NUMBER	PURCHASE ORDER NUMBER

REQUISITION DATE	DEPARTMENT	ACCOUNTING CODE

Quantity	Unit	Per Unit	FP Item #	Description	Price/Unit	Extended Price

Subtotal	
Tax	
Total	

CUSTOMER SIGNATURE