Restoration Church International

300 Highland Avenue Morgantown, WV 26505 USA Phone/Fax: 304-292-7283 contact@mfcministries.net www.mfcministries.net

Purchase Order Request

Vendor:

Company:
Address:

Phone:

Name:

Department:

City, State & Zip

Requested By:

Item

Contact Information: (Phone/Email)

Purpose of Order (descibe in detail, please)

Payment Method: ☐ Cash ☐ Check ☐ Credit Card ☐ Other

Office Use Only:

Authorized By:

292-7283 stries.net stries.net	P.O. Number: Date Requested:		
Description	Quantit	ty Unit Price	Amount
		Sub-total	
		Grand Total	

Date