



PURCHASE ORDER BUNDLE

TO SUBMIT AS YOUR PURCHASE ORDER PLEASE COMPLETE, PRINT, SIGN AND FAX TO:

ATTN: Order Processing

FAX# (800) 268-0228

The Customer agrees to purchase the product(s) itemized on the quote number(s) indicated below at the price(s) indicated, plus applicable taxes and shipping & handling charges, subject to the applicable Dell terms and conditions.

Net 30 Payment Terms are subject to Credit Approval.

Additional financial information in the form of financial statements from previous years may be required.

Is your purchase going to Export outside of the continental United States?

YES _____ NO X (please select one) **Failure to check may delay your order!**

Your Dell Customer # is: 6075331

Your Quote number(s) are: _____

Your Purchase Order Number is: _____

Total Purchase Amount: \$ _____

Is this purchase TAX EXEMPT? YES X NO _____ (please select one)

Important Information about Tax

If tax exempt, please fax Tax Exemption Certificate to (512) 283-7478. The fax must reference the customer # listed on this Purchase Order Bundle.

If you have any questions regarding your tax status please contact the Tax Department by calling (800) 433-9019.

----Billing/Invoice Address----
(Required)

-----Delivery Address----
(Required)

ATTN:

Are you changing your Billing/Invoice Address? YES _____ NO _____

If YES, a signed letter on Company letterhead authorizing the change must be included with this paperwork. The letter must include your old and new address information.

Required Shipping Information:

What floor are you on? _____ Do you have a receiving dock Y____N____ Service Elevator Y____N____

Signature/Date (required):

Authorized Buyer Name (please print):

Title (please print):

Phone #: