

Franklin County Fiscal Court
 321 West Main Street
 Frankfort, KY 40601
 Phone: (502) 875-8751
 Fax: (502) 875-8755
 Tax Exempt #: CO037103

PURCHASE ORDER

P. O. Number: _____

Purchase Order Date: _____

VENDOR: _____
 ATTENTION: _____
 ADDRESS: _____
 CITY: _____
 STATE & ZIP: _____
 PHONE: _____
 FAX: _____

SHIP TO: _____
 DEPARTMENT: _____
 ATTENTION: _____
 ADDRESS: _____
 CITY: _____
 STATE & ZIP: _____
 PHONE: _____

ITEM #	QUANTITY	DESCRIPTION, BRAND, SPECIFICATIONS	UNIT PRICE	TOTAL

County Treasurer Review
 Funds Available: ___ Yes ___ No
 Line Item #: _____
 Signature: _____
 Date: _____

SUBTOTAL	
SHIPPING & HANDLING	
OTHER	
TOTAL	

Authorization for Purchase

Requested By: _____ Judge Executive: _____

Date: _____ Date: _____

Attention Vendors:
 Purchases are paid by invoice only. Please submit invoice with a copy of this purchase order and mail to:
 Franklin County Fiscal Court • Attn: Accounts Payable • 321 West Main Street • Frankfort, KY 40601