## Sample Construction Company Purchase Order Listing

— Purchase Order — Reference		Item Catalog				Last						
ererence Number	PO#	ID	Number	Description	Las Rece		Ordered	Received	Unit Cost	Amount	Account	
1	8784	Vendor:	Atlasta Lock Comp	any					Defa	ult Job: 100		
Issued:	02/21/24		702 SE Grand Ave						A-Sy	stems Corpor	ate Office	
Accepted:			Portland, OR 972	14								
Deliver:												
		B-Knob		Brass Doorknobs-0	Corona St	Each	1.0000		79.0000	79.00	100 06221M	
								Sal	es Tax:	7.90		
									mount:	86.90		
2	8785	Vendor:	Alco Products, Inc.									
Issued:	12/13/23		PO Box 60129									
Accepted:			Los Angeles, CA	0060-0129								
Deliver:												
		0100	551375		1"	16'	100.0000		10.8900	1,089.00	100 06221M	
		0400	FEADOORNET		-	ice #6518 (04/13)		100.00	10.8900	1,089.00	400.0400414	
		0108	5518735WET	Pipe Dynathread	I"	12'Len	24.0000		15.2500	366.00	100 06221M	
								Open A	mount:	0.00		
5	8788	Vendor:	Alco Products, Inc.						Defa	ult Job: 100		
Issued:	01/06/24		PO Box 60129						A-Sy	stems Corpor	ate Office	
Accepted:			Los Angeles, CA	0060-0129								
Deliver:												
		0109		Pipe Dynathread	1 1/4"	Foot	88.0000		1.5000	132.00	100 03301M	
				Recon	2	#456723 (11/26	-	88.00	2.5000	220.00		
					-	Invoice # (04/13)		50.00	1.5000	82.50	-	
					101	al Amount Recon	icilea:			302.50		
								Sal	es Tax:	13.20		
								Open A	Mount:	62.70		
6	8789	Vendor:	Ace Overhead Doo	r	Ship To:	p To: West Wind Retirement Cen			nter Default Job: 600			
Issued:	02/28/24		5210 NE Columbia	Blvd		12345 Hillside Drive			West Wind Retiren		nent Center	
Accepted:			Portland, OR 972	18		Portland, OR 9	2456					
Deliver:												
			KR97854DR4033	Wood Doors		Ea	5.0000		120.4500	602.25	600 08201M	
								Open A	Mount:	602.25		
7	8821	Vendor:	Ansel Mechanical	Ship To:	p To: West Wind Retirement Cent			nter Default Job: 600				
Issued:	07/31/23		3287 NE Lombard	Avenue	'	12345 Hillside Drive			West Wind Retirement Center			
Accepted:			Portland, OR 972	15-3210		Portland, OR 9	2456					
Deliver:												
			This is really so									
			Evidently, I nee Something is g	d to work on this.								
				hing else entirely								
			And I don't like	it one bit.								
		0108		Pipe Dynathread		Foot	1.0000	1 00	96.0000	96.00	600 01204S	
			While I'm at it		Red	conciled by Pack	Silb	1.00	0.0000	0.00		
			While I'm at it									
									es Tax:	5.88		
								Upen A	Mount:	101.88		

Purchase Order > Reports > Purchase Order Listing Report Title: By Job - All Excludes Inactive Jobs Excludes Closed Jobs Includes all POs regardless of reconciliation status Whole POs Only

Overreconciled POs show a Zero Open Amount

## Sample Construction Company Purchase Order Listing

—Purchase Reference	Order		Catalog			Last	_		Disb	ursement		
Number	PO#	ID	Number	Description		Receipt	Unit Name	Ordered	Received	Unit Cost	Amount	Account
8 Issued: Accepted:	8826 04/10/24	Vendor:	Top Line Fixtures, In 3207 SW 1st Avenue Portland, OR 97201	9	Ship	1	Vest Wind Ret 2345 Hillside ortland, OR	Drive	ter			
Deliver:		0101		Pipe Blk Sch 40	1 1/4" Reconci	led by Inv	Foot voice # (04/15	100.0000 5/24)	100.00	2.5000 2.5000	250.00 265.31	600 01204S
									Open A	mount:	0.00	
9 Issued: Accepted: Deliver:	8827 04/15/24	Vendor:	American Sign & Ner 2335 North Clark Portland, OR 97227		Ship	1	Vest Wind Ret 2345 Hillside ortland, OR S	Drive	ter			
		0100			1"345678 onciled by		Foot 65165 (04/15	200.0000 5/24)	200.00	1.5000 1.5000	300.00 315.00	600 01204S
									Open A		0.00	
10 Issued: Accepted: Deliver:	8828 03/11/24	Vendor:	Andrews; Michelle J. 2358 SE Division Portland, OR 97202		Ship	7	-Systems Cor 777 South 20 alt Lake City,	00 East	2		ault Job: 300 Isant City C of	C Office
		0112 0106 01610	Please deliver to	Pipe Blk Sch 10 Pipe Blk TW 1 Hex Nuts - 3/8 south gate of site I		)pm.		800.0000 5,000.0000 1,000.0000		0.9500 15.0000 0.0300	760.00 75,000.00 30.00	600 01204S 600 01204S 300 06101N
									Sale Open A	es Tax: mount:	4,640.30 80,430.30	
11 Issued: Accepted: Deliver:	8830 03/15/24	Vendor:	Arctic Sheet Metal 5304 N Albina Portland, OR 97217		Ship	7	-Systems Cor 777 South 20 alt Lake City,	00 East	3			
		0118		Pipe Blk Sch 10	6"		Foot	1.0000		2.0000	2.00	300 06101M
									Open A	mount:	2.00	
12 Issued: Accepted: Deliver:	8831 03/02/24	Vendor:	Ari Rite Controls, Inc 1002 SE 8th Avenue Portland, OR 97214	:	Ship	7	-Systems Cor 777 South 20 alt Lake City,	00 East	3		ault Job: 880 ngton Drive Rei	novation
		0107	63453463	Pipe Blk TW 2"	1	Recon	Foot ciled by Pack	500.0000 Slip	350.00	5.6800 0.0000	2,840.00 0.00	880 16134M
									Sale Open A	es Tax: mount:	173.95 3,013.95	
13 Issued: Accepted: Deliver:	8832 04/02/24	Vendor:	Victory Inc.		Ship	7	-Systems Cor 777 South 20 alt Lake City,	00 East	)			
		0113 01167		Pipe Blk Sch 10 Vic Firelock Coup	1 1/2" #5 6"		Foot Each	100.0000 -20.0000		2.0000 6.0000	200.00 -120.00	68200A 68300A
									Sale Open A	es Tax: mount:	4.90 84.90	

Report Title: By Job - All Excludes Inactive Jobs

Overreconciled POs show a Zero Open Amount

Excludes Closed Jobs

## Sample Construction Company Purchase Order Listing

—Purchase Orde		Item		Disbursement							
Reference			Catalog		Last						
Number	PO#	ID	Number	Description	Receipt	Unit Name	Ordered	Received	Unit Cost	Amount	Account

Grand Total Open: 84,384.88

Includes all POs regardless of reconciliation status Whole POs Only Overreconciled POs show a Zero Open Amount