



Partnerships  
Built on Trust

# Purchase Order

Order#: 12345

Date: 06/14/2019

N56 W16758 RIDGEWOOD DRIVE  
MENOMONEE FALLS WI 53051  
262 252-7000

**Project:** SAMPLE PROJECT

**To:** SAMPLE VENDOR  
1234 EASY STREET  
MILWAUKEE WI

**Ship To:**

**Attention:** BOB SMITH

You are hereby requested to provide the following materials  
to the above named project for the price listed below.

**Ordered By:** 262 - MARK GITLEWSKI

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

PURCHASE ORDER MUST BE SIGNED AND RETURNED BEFORE STARTING WORK.

Part #	Description	Unit	Quantity	Price	Amount
	MILLWORK		1.00	25,000.00	25,000.00
	Provide the following Millwork.....				
				<b>Subtotal:</b>	<b>25,000.00</b>

## Notes

Subcontractor must list Beeler Construction, Inc. as "Additional Insured to include ongoing operations and products using CG 20 10 07 04 and CG 20 37 07 04 or equivalent on a Primary, Non-Contributory basis. The General Liability policy must be written on a per project aggregate. The Umbrella policy must list Beeler Construction, Inc. as additional insured. The General Liability, Auto, Umbrella and Workers Compensation policies shall provide a waiver of subrogation.

Material supplier must furnish Contractor, Beeler Construction, Inc. with a current Certificate of Insurance before they process the order and will not receive payment for the above mentioned project until receipt by the Contractor.

Hold Harmless: Material Supplier shall indemnify, defend and hold Owner and Contractor harmless against any and all claims, expenses, damages, liability resulting from any breach and default by Subcontractor under this contract, or Subcontractor's liability as a result and all claims, delays, loss and/or expense incurred as a result of default, negligence or wrongdoing of Subcontractor, its agents, employees, suppliers, or any persons acting under any of them.

*Payments will be issued after 30 days of receipt of invoice provided all materials are delivered/received in full.  
Material Supplier must abide by all applicable laws and regulations regarding safety as well as abide by all safety procedures indicated in contractor's safety manual which is available for review on site. Any changes to the scope must be approved by the contractor in a written change order prior to an additional scope. Please sign above and return this form via fax/email/mail prior to performing the above described work.  
We look forward to doing business with you.*

**SALES TAX and DELIVERY IF APPLICABLE MUST BE INCLUDED IN YOUR PRICE.**

*Terms: All changes to quantity, specification or price must be approved in writing. All materials/services must be delivered to job site unless otherwise instructed in writing. Failure to deliver materials or services in a timely fashion will release contractor from any obligation to purchase implied by this order.*

Signed By: \_\_\_\_\_, Beeler Construction, Inc.

<b>Sales Tax</b>	<b>0.00</b>
<b>Total Order</b>	<b>25,000.00</b>