

SAMPLE

State of Kansas
Department of Administration
Division of Accounts and Reports
KSU-101 (Rev. 03-05)

KANSAS STATE UNIVERSITY PURCHASE ORDER

PO Number: (1)

(2)

Document No.
180787 R 1

Document Date: 08/18/2006 (3) Modified Date: (4)

Vendor Information										Paying Agency						
No/Sfx (5) (6)										KANSAS STATE UNIVERSITY						
										Department: (7)						
										Contact: Phone: ()						
										Shipping Address: (8)						

(9)

Sfx	T/C	Ref Doc	Sfx	M	Fund	BFY	Index	PCA	Obj	Amount	Project	Award	Source	Org	Object
01	10	11	12	13	14	15	16	17	18	(19)	(20)	(21)	(22)	(23)	(24)
02															
03															
04															
05															
06															
07															
08															

Purchase/Req. (25)	Terms (26)	FOB (27)	Contract (28)	Delivery Date (29)	Document Total (30)	0.00
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Quantity	Unit	Description of Material	Unit Price	Amount
(31)	(32)	(33)	(34)	(35)

				(36)
Doc. Total				0.00

DEPARTMENT PURCHASING/PAYMENT CERTIFICATION
 This document represents a purchase order of the State of Kansas for the material or service described above. Please deliver the items or perform the service in accordance with the terms contained above. I certify that sufficient funds are available
 (37)

 Department Authorized Signature Date

NOTICE TO VENDOR: By acceptance of this purchase order, you agree to abide by the provisions of K.S.A. 44-1030. This purchase order is also exempt from taxes as noted in the Exemption Certificate.

EXEMPTION CERTIFICATE: The items included on the purchase order are for the exclusive use of the State of Kansas and are exempt from Federal excise taxes under IRS Statute 4041-g-2 and from Kansas sales tax under KSA 79-3606-c, i.e. exemption KSB3464J18

