

HELIX DIRECT STUDIOS

Date	Purchase Order Number	Page of Page
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Toll Free: 866-319-4431 | Fax: 619-226-2160
 Email: sales@helixstudiosdirect.com | helixstudiosdirect.com

SHIP TO	BILL TO
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TO SUPPLIER ADDRESS (type or print legibly)	NAME	CONTACT NAME
	CONTACT EMAIL ADDRESS	
	CONTACT PHONE NUMBER	
	CONTACT FAX NUMBER	

SUPPLIER CONTACT NAME	SUPPLIER PHONE NUMBER	SUPPLIER FAX NUMBER	SUPPLIER EMAIL ADDRESS
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PAYMENT TERMS	C/C TYPE Mastercard Visa Amex	C/C EXPIRATION DATE	C/C CVV CODE
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REQUIRED DELIVERY DATE	SHIPPING INSTRUCTIONS UPS FED-EX Priority Mail	ACCOUNT NUMBER
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ITEM NUMBER	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENSION TOTAL

TAXABLE SUBTOTAL		
TAX RATE	SALES TAX	
OTHER NON-TAXABLE		
GRAND TOTAL		

CERTIFICATION AND APPROVAL OF EXECUTIVE OFFICER

I HERBY CERTIFY, on personal knowledge, that this order for purchasing the items specified above is issued in accordance with the procedure prescribed by law governing the purchase of such items for the State of California; and that all such legal requirements have been fully complied with.

AUTHORIZING NAME (buyer, print or type)	TITLE
AUTHORIZING SIGNATURE (buyer)	SALES REP SIGNATURE