Cover Page for Owner Direct Purchase Orders

To: Harold Andersen

Flagler County Public School

1769 East Moody Blvd.

Building # 2

Second Floor

Bunnell, Florida 32110

Tel: 386-586-2386

Fax: 386-586-2390

Date: _____

Reference #: _____

Job # : _____

Project Name: _____

Delivered to FCSD Via: _____

Copies	Reference	Description

_____

Signature of Authorize Agent Date

Vendor Owner Direct Purchase Order Request

PROJECT: Old Kings Elementary Addition
301 Old Kings Road South
Palm Coast, Florida 32136

Date: _____

Contractor Ref #: _____

Vendor Name: _____

Address: _____

City,State,Zip: _____

Contact Person: _____

Fedeal ID #: – _____

Phone: _____ Fax: _____

Quantity	Description Of Materials	Unit Cost	Price
		Subtotal	
		FL Sales Tax @ 6%	
		Flagler County Sales Tax @ 1% (on first $5,000 only)	
		Freight	
		TOTAL	

Authorized Agent for Subcontractor

Signature Date

Print Name

Phone Number Fax Number

Company Name _____

Address _____

City,State,Zip _____

Authorized Agent for K.P. Meiring Company

Signature

Print Name

(904) 810-5101 x2
Phone Number
(904) 810-5138
Fax Number

All Invoices shall be sent to K.P. Meiring Company and must include Flagler County Public Schools PO Number

*It is the **Contractors** responsibility to verify that all material on an ODPO have been approved through the **submittal process**. A PO does not constitute an approval.*