PURCHASE ORDER LOG

P.O. NOS. _____ TO _____

P.O.'s USED/CANCELLED		P.O.'s VOIDED		P.O.'s ON HAND/UNUSED		P.O.'s MISSING	
FROM	TO	FROM	TO	FROM	TO	FROM	TO
Total P.O.'s Used / Cancelled		Total P.O.'s Voided		Total P.O.'s on Hand / Unused		Total P.O.'s Missing	

Total P.O.'s Assigned: _____

Total of all Columns: _____

TO: Office of Procurement and Real Property Management

FROM:

I certify that to my knowledge this report is accurate.

_____
Fiscal Officer/Date