



PURCHASE AGREEMENT

FP Mailing Solutions
140 N. Mitchell Ct.
Suite 200
Addison, IL 60101
(800) 341-6052 – ph
(800) 341-5141 – fax
www.fp-usa.com

☐ New Customer

☐ GSA

Existing Customer Number: _____

☐ Tax Exempt Certificate

Tax ID Number: _____

Promo Code: _____

BILL TO	Customer Name:	
	Contact Name:	
	Street Address:	
	City, County, State, ZIP:	
	CONTACT	PHONE

SHIP TO	Customer Name:	
	Contact Name:	
	Street Address:	
	City, County, State, ZIP:	
	CONTACT	PHONE

CUSTOMER PO NUMBER	SHIP DATE	SHIP VIA	TERMS

EQUIPMENT, ACCESSORIES, SUPPLIES, SERVICES	ITEM NUMBER	ITEM DESCRIPTION	QTY	UNIT PRICE	NET AMOUNT
				\$	\$
				\$	\$
				\$	\$
				\$	\$
				\$	\$
				\$	\$
				\$	\$
Shipping Charges					\$
Documentation Fee					
PAYMENT TERMS: Unless specified differently, above terms will be: (1) Equipment - net receipt of invoice; (2) Supplies - net 30 days.					TOTAL AMOUNT OF ORDER \$
ACCEPTANCE: This Agreement is not valid until approved by FP Mailing Solutions. This is a binding order, not subject to cancellation. This order cannot be changed except in writing by a FP. This order is subject to the terms & conditions agreed to and made a part of the order.					TAXES (IF APPLICABLE) \$
CUSTOMER SIGNATURE		TITLE	LESS DEPOSIT		\$
			CK. NO		
CUSTOMER PRINTED NAME		TITLE	Balance Due		\$
FP REPRESENTATIVE		DATE			

FP SPECIAL PRICING APPROVAL

FP REPRESENTATIVE	DATE