

5037 Cleveland Street Virginia Beach, VA 23462 (757) 499-4252 [sales@citylightsva.com](mailto:sales@citylightsva.com)

Custom Purchase Order Form

Send your completed order form by fax (757) 499-4252 or email [*sales@citylightsva.com*](mailto:sales@citylightsva.com)

Customer:

Contact Number:

\*All orders will be confirmed by phone before being filled

|  |  |  |  |
| --- | --- | --- | --- |
| For Office Use: | | | |
| **QUANTITY** | **ITEM DESCRIPTION** | **UNIT PRICE** |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# For Office Use Only

Received by Customer Contacted?

# Order Ready for Pick Up?