



ORDER ACKNOWLEDGEMENT

Date: 4/25/25
To: David Wells From: JOHN KLING
Company: Read Windows Fax: _____
Phone: 561-994-4555 Ext. 204
Re: PO #326224 For Prints Pages: 2

☐ Urgent ☒ Please Reply ☒ Please Process

CONFIRMATION REQUIRED WITHIN 48 HOURS

Price discrepancies and / or additional charges require approval from buyer

CPD will not be responsible for freight charges if our shipping instructions are not followed !!

PLEASE PROCESS THE ATTACHED PURCHASE ORDER(S) FOR DELIVERY ON ASAP AND CONFIRM
RECEIPT OF ORDER(S), TERMS, PRICING & AVAILABILITY BY SIGNING BELOW AND RETURNING, VIA FAX,
ATTENTION: "SENDER", IMMEDIATELY OR VIA EMAIL, **JOHNK@CPDBOCA.COM**

ACK BY: _____ DATE: _____

AVAILABILITY: _____ PRICE: _____

TERMS: _____

IF THERE ARE ANY PROBLEMS WITH THIS (THESE) ORDER(S), PLEASE CONTACT THE SENDER IMMEDIATELY.

THANK YOU !!!

John

Email: **JOHNK@CPDBOCA.COM**

CONTRACT PURCHASING & DESIGN, INC.

6530 W ROGERS CIRCLE, SUITE 28
BOCA RATON FL 33487

Purchase Order

DATE	P.O. NO.
4/28/2025	326224

VENDOR
READ WINDOW PRODUCTS INC 5900 WEISBROOK LANE KNOXVILLE, TN 37909 (865) 288-6242

SHIP TO
FOUR POINTS VIRGINIA BEACH 1211 ATLANTIC AVENUE VIRGINIA BEACH, VA 23451 (757) 428-1183

CONFIRMATION REQUIRED

Price discrepancies and/or additional charges require approval from buyer

CPD WILL NOT be responsible for freight charges if SHIPPING INSTRUCTIONS are not followed

S/O #	TERMS	Acct #	DELIVER ON	SHIP VIA	FOB	Ack. Ship Date	
31458	Net 30		5/30/2025	BEST WAY	MILL/PPA	--	
Date Shipped:		Truckline:		Pro #:		ACK. #	
Item #	DESCRIPTION			QTY	PER	RATE	AMOUNT
LBY-400A/B LBY-400C/D LBY-400E/F LBY-400G/H LBY-400I/J	** LOBBY WINDOW SHADES -- SUBJECT TO PHYSICAL MEASUREMENTS BY SELBY SERVICES - CPD TO PROVIDE TO READ WINDOW **						
	Express Single Shade Fabric: Spectrum 05118 Color: Barley 5% Manual Chain, Standard Hembar, Internal Bracket Covers, Facia 3" White, Bracket Color White						
	Size: 75.5"W x 66"H			1	Each	168.34	168.34
	Size: 80"W x 66"H			1	Each	172.40	172.40
	Size: 75"W x 66"H			1	Each	167.90	167.90
	Size: 84"W x 66"H			1	Each	176.00	176.00
	Size: 92"W x 66"H			1	Each	208.27	208.27
MUST SIDE MARK: CPD/FOUR POINTS VA BEACH/LOBBY SHADES							
** SHIP TO THE ATTENTION OF VEE (757) 428-1183 **							
AUTHORIZED BY: John Kling					Total		
<i>John Kling</i>					\$892.91		

SUPPLIERS PLEASE NOTE: CPD WILL NOT BE RESPONSIBLE FOR FREIGHT CHARGES IF FREIGHT COLLECT SHIPMENT IS REQUESTED. PLEASE NOTE CAREFULLY DELIVERY TERMS AND PAYMENT TERMS AS THEY ARE AN IMPORTANT PART OF THIS CONTRACT. INFORM US OF ANY CHANGES PRIOR TO PROCESSING FOR OUR APPROVAL. BILL OF LADING REQUIRED WITH INVOICE. SHOW OUR PURCHASE ORDER # & TAG ON ALL PACKAGES, INVOICES & CORRESPONDENCE.