**JACKSONVILLE STATE UNIVERSITY**

**PURCHASE ORDER AMENDMENT**

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**PURCHASE ORDER NUMBER** _____________

**CHANGE TOTAL AMOUNT**

**TO:** $_____________

**FROM:** $_____________

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**BUDGET MANAGER’S SIGNATURE**

**DATE**

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**DETAIL ITEMS TO BE AMENDED BELOW:**

<table>
<thead>
<tr>
<th>ITEM</th>
<th>QUANTITY</th>
<th>DESCRIPTION</th>
<th>UNIT COST</th>
<th>TOTAL COST</th>
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