Purchase Order

Canada version

Purchase Order _____ from _____ (the “Buyer”) to _____ (the “Supplier”).

1. Order

_____

Order total: $_____, excluding taxes unless stated.

2. Delivery

Deliver to: _____. Risk passes to the Buyer on delivery; ownership passes on payment in full. The Supplier will tell the Buyer promptly of any expected delay.

3. Inspection and returns

The Buyer may reject goods that are damaged or do not match this order by notifying the Supplier within 7 days of delivery. The Supplier will replace or refund rejected goods at its own cost.

4. Payment

The Buyer will pay correct invoices quoting the PO number within _____ days of receipt or delivery, whichever is later.

5. Warranty

The Supplier warrants that the goods are of satisfactory quality, fit for their stated purpose, match any description or sample, and comply with applicable laws.

6. Changes and waiver

Any change to this agreement must be in writing and signed by all parties, which may be done electronically. A failure or delay in enforcing any part of this agreement is not a waiver of that right.

7. Severability

If any part of this agreement is found to be invalid or unenforceable, that part will be limited to the minimum extent necessary and the rest of the agreement will remain in effect.

8. Disputes

The parties will first try in good faith to resolve any dispute through discussion for at least 30 days before starting court proceedings.

9. Governing law and jurisdiction

This agreement is governed by the laws of the Province of _____ and the federal laws of Canada that apply there. Each party submits to the jurisdiction of the courts of the Province of _____.

10. Electronic signatures and counterparts

This agreement may be signed electronically and in counterparts, each of which is an original and which together form one agreement. The parties agree that electronic signatures are valid and binding under the electronic commerce legislation of the Province of _____ and the Personal Information Protection and Electronic Documents Act (PIPEDA), and have the same effect as handwritten signatures.

11. Signatures

Signed by the parties on the dates shown below.

Supplier

Full name

Company

Designation

Date

Buyer

Full name

Company

Designation

Date