

Purchase Log Example
Handwritten

8/1/04

AMAZON.COM

3 BOOKS

TOTAL: \$ 73.25

REQUESTOR: JOHNSON

9/13/04

DAVIS ACE HARDWARE

MATERIALS FOR CRAFTS

TOTAL: \$ 132.13

REQUESTOR: PROFESSOR JONES

9/28/04

LOG CABIN SPORT SHOP

CAMPING SUPPLIES

TOTAL: \$ 248.98