

Acknowledgement of Order Form

ORDERING CUSTOMER: City of Hollywood, Public Works Department

CONTACT PERSON: Jacques Pierre Louis

ADDRESS: 1600 S. Park Road

CITY: Hollywood **STATE:** FL **ZIP:** 33021

☒ ORDER CONFIRMATION NOTIFICATION:

Purchase Order Number [Click or tap here to enter text.](#) was received from the Customer on [Click or tap here to enter text.](#)

In accordance with [State of Florida State Term Contract Number 25101900-21-STC, Agriculture and Lawn Equipment](#), the Acknowledgement of Order Form section in the Scope of Work, the order was placed with the Manufacturer on [Click or tap here to enter text.](#) and assigned the following Manufacturer's Production Number(s): [Click or tap here to enter text.](#)

We anticipate Delivery to your Delivery Location on or about [Click or tap here to enter text.](#)

For any correspondence, please reference your Purchase Order Number or the Production Number(s).

CONTRACTOR: [Click or tap here to enter text.](#)

ADDRESS: [Click or tap here to enter text.](#)

CITY: [Click or tap here to enter text.](#) **STATE:** FL **ZIP:** [Click or tap here to enter text.](#)

SIGNATURE: _____ **Date:** _____

ADDITIONAL COMMENTS (IF ANY): [Click or tap here to enter text.](#)

Note to Contractor: This form must be accurately and completely completed with specific information, numbers, dates, signature, etc. Adjustments to the form or alternate forms are not acceptable. Submission of the Acknowledgement of Order Form is to be the responsibility of the Contractor without prompting or notification by the Contract Manager or Customer. Repeated failures by the Contractor to submit completed Acknowledgement of Order Forms to the ordering Customers may be cause for default proceedings and Contract termination.