

## **Loftin Purchase Order Policy - Effective August 2023**

Loftin Equipment Company has made a change to our Purchase Order policy to better ensure contractual obligations are met and the process is optimal. For customers with contractual requirements to include the Purchase Order (PO) number on the invoice, the PO must be issued to Loftin before the technician will be dispatched. Upon completion of the work the invoice will be submitted, including the PO number, to the customer per the contract requirements.