

ORDER LETTER

DATE _____

KEEPRS

110 Athens west Parkway

Suite B

Athens, GA 30606

Dear KEEPRS,

RE: Purchase of GLOCK pistols and Law Enforcement Magazines

_____ **(agency) is requesting to purchase the following:**

Qty	Model	Sight	Trigger	Notes
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These Items are being purchased by the Agency, for the Agency and will be for Law Enforcement use only!

Agency Purchase Order:

I have provided the original ink signed copies of the following documents:

Order Letter signed by a Lieutenant or higher AND printed on Department Letterhead

Federal Excise Tax Exemption Form

Signed _____

Date _____