



# Purchase Order Change Request

Please complete this form and email it to [wegmanscharge@wegmans.com](mailto:wegmanscharge@wegmans.com)

\* indicates required fields

## Customer Name

## Enter Purchase Order Information

### PURCHASE ORDER INFORMATION

Charge Number (Last 5 Digits) \*

Account Embossed Name \*

**Embossed Name On Card**

PO # \*

**PO TYPE \***

New/Replacement       Additional

Dollar Amount \*

**DOLLAR AMOUNT CHANGE \***

Increase       Decrease

Expiration Date \*

## Notes

Please do not include personal information in your notes.