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#### Supplier Address

Nigel Pearce  
Bagco Ltd  
Unit 3, Churchill Court  
Hortons Way  
Westerham  
TN16 1BT  
United Kingdom

#### Delivery Address

Sarah Cawley  
Morrison Data Services  
14 Silver Fox Way  
Cobalt Business Park  
Newcastle  
NE27 0QJ  
United Kingdom

## Purchase Order

**Purchase Order No.** 31532-32268

**Date** 29/01/2019

**Delivery Date** 20/03/2019 \*\* NO FAIL \*\*

**Account Manager** Laura Nowicki  
**Telephone** +44-1670-719752  
**E-mail** laura@proad.co.uk

Dear Nigel,

#### We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
B1321	<b>Dartford A4 Conference Folder</b> Unzipped budget folder made from lightly grained REACH compliant PVC with USB holder and 20 page recycled paper notepad.  Blind Embossed, 1 position to front cover Black	100	3.90	390.00
Origination	Origination	1	45.00	45.00
Carriage	Carriage	1	24.00	24.00
<b>Subtotal</b>				459.00
VAT 20%				91.80
<b>Total</b>				550.80



Bespoke Design  
Solutions



Corporate Schemes



Express Solutions



Worldwide Sourcing



Corporate Clothing  
Solutions



Purchase Order No. 31532-32268

Page 2/2

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
Reference	Please note our PO number: "31532-32268", and quote it on your invoices. Failure to do this could well result in delayed payment.			

Please could you acknowledge receipt of this order  
A PDF proof is required prior to production  
Please send all correspondence relating to this order to [production@proad.co.uk](mailto:production@proad.co.uk)  
Unless otherwise agreed only exact order quantity will be accepted.  
Please send a tracking number on despatch. Failure to do this may result in delays in payment.

If you have any questions please do not hesitate to contact me.

Kind Regards

Laura Nowicki



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Express Solutions



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