

Purchase Order

Supplier Address

Hayley Clark
Bagco Ltd
Unit 3, Churchill Court
Hortons Way
Westerham
TN16 1BT
United Kingdom

Delivery Address

Sarah Elworthy
Touch Associates
Q2 The Square
Randalls Way
Leatherhead
KT22 7TW
United Kingdom

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Purchase Order No. 13242-18690

Date 19/02/2019

Delivery date 28/02/2019

Order Administrator

Emma-Jade Hodge

E-mail

emma-jade@premierpandp.com

Dear Hayley,

We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Dartford A5 Notebook - White	120	1.73	207.60

Printed full colour to 1 position on the front cover as per Atopic Dermatitis Advent artwork. Bulk packed and delivered.

Please send a PDF proof

Box Labels

Company: Touch Associates

FAO: Sarah Elworthy

Product: Atopic Dermatitis Advent Dartford A5 Notebook - White

Quantity: 100

Box 1 of (Please amend accordingly) Premier Print and Promotions LTD

Origination

1

25.00

25.00

Carriage

1

19.00

19.00

Subtotal 251.60

VAT 20% 50.32

Total 301.92

Our Reference

Please note our PO number: "13242-18690", and quote it on your invoices.
Failure to do this could well result in delayed payment.

BEFORE DISPATCHING DIRECTLY TO OUR CUSTOMER:

Please contact me on or email emma-jade@premierpandp.com to advise:

- 1) Final Quantity - Please Note: If you are charging us for overs we must be told at the point of dispatch
- 2) How The Order Is Packed - i.e. how many boxes and/or pallets
- 3) Expected Delivery Date