

# Purchase Order

**Supplier Address**

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

**Delivery Address**

Lucci Hewitt  
University of York  
The Gift Shop ,  
Unit 8, Market Square  
Heslington  
York  
YO10 5DD  
United Kingdom

**Purchase Order No.** 43726  
**Order no.** 32025  
**Date** 11/03/2019  
**Delivery date** 11/03/2019

**Account Manager** Gemma Dillon  
**E-mail** gemma@brightideaspromotional.co.uk

Dear Nigel,

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

Product no.	Product Description	Quantity	Unit price	Subtotal
B2591-2	<b>G088 Sandwich Document Bag</b> Made from 250 x 300D polyester. Zipped main compartment and carry handles.  Price includes: Printed 1 colour on the front.  Lead time: 7 working days from artwork approval.  Dimensions: 360 x 260 x 40mm Print area: 225 x 180mm  COLOUR SPLIT: 25 BLACK/25 NAVY	50	2.10	105.00
Origination	Origination	1	25.00	25.00
Carriage	Carriage	1	10.00	10.00
<b>Subtotal</b>				140.00
VAT 20%				28.00
<b>Total</b>				168.00

**Quantity**

There is a 5% overs or under policy on printed products. Our invoice will reflect the quantity of goods delivered. Please state if an exact quantity is required.