

## PURCHASE ORDER

### Ordered By:

Graham Butler  
Branding Focus Ltd.  
Club Admin 61  
Pinewood Studios  
Iver Heath, SL0 0NH  
Phone: 01753 657 079

### Delivery Details (to be sent under Plain Cover):

Company: Creative Laser Engraving  
Contact: Carol Wedgbury  
Address: Unit 55 Britannia Way  
Britannia Enterprise Park  
Lichfield  
WS14 9UY

Please send all proofs and any order queries to Graham Butler, [graham@brandingfocus.co.uk](mailto:graham@brandingfocus.co.uk), 01753 657 079

A5 Kraft Paper Notebook	Quantity	Branded Cost	Total Cost
KraftA5	134	£ 1.58	£ 211.72
Eco notebook with Kraft paper cover and Black elastic closure, elastic pen loop and ribbon. FSC certified recycled paper with 100 sheets of 70gsm pages.		<b>Set Up</b>	£ 25.00
Materials: Kraft paper cover/70gsm recycled paper		<b>Freight</b>	
Dimensions: 14 x 21x 1.5cm			£ 17.00
<b>Branding:</b> Cover CMYK print (50x100mm)		<b>Adjustments</b>	£ -
item N9212 with BLACK trim - Broadstairs with BLACK band		<b>Total</b>	<b>£ 253.72</b>

Please Mark cartons "Notebooks for Branding Focus order BFPO-01653"

Order Total	£ 253.72
VAT @ 20%	£ 50.74
<b>Total</b>	<b>£ 304.46</b>

Branding Focus Ltd | Club Admin 61 | Pinewood Studios | Iver Heath | SL0 0NH

Registered Address: 54 Chapel Grove | Addlestone | Surrey | KT15 1UG

Registered in England & Wales, Registration No. 09121588 - VAT Registration No. 191301044

1. Please enter this order in accordance with the agreed prices, delivery address and timelines stated above.
2. Please provide a digital proof or otherwise where stated prior to proceeding to full production.
3. Please notify immediately of any deadline, stock, production, artwork issues.
4. Despatch Confirmation required on ALL ORDERS, STATING any unders or overs, as well as tracking details.
5. Please send all invoices electronically to [accounts@brandingfocus.co.uk](mailto:accounts@brandingfocus.co.uk) quoting the PO number.

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