

# Purchase Order

**Supplier Address**

Melanie Lee  
Bagco Ltd  
Unit 3, Churchill Court  
Hortons Way  
Westerham  
TN16 1BT  
United Kingdom

**Delivery Address**

Cameron Stone  
Crown Agents (PP)  
7th Floor  
Blue Fin Building  
110 Southwark Street  
London  
SE1 0SU  
United Kingdom

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**Purchase Order No.** 15375-21548

**Date** 22/07/2019

**Delivery date** 07/08/2019

**Order Administrator**  
**E-mail**

Emma-Jade Hodge  
emma-jade@premierpandp.com

Dear Melanie,

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

Product Description	Quantity	Unit price	Subtotal
<b>Bickley Exhibition Bag In Black.</b>	250	3.29	822.50

Printed 1 colour (white) to 1 position with Crown Agents artwork.  
600D REACH Compliant Polyester. Features Zip Front Pocket, Carry Handle & Shoulder Strap. Bulk packed and delivered.

Please send PDF proof ASAP.

Box Label:

Company: Crown Agents

FAO: Cameron Stone

Product: Bickley Exhibition Bag In Black.

Quantity: 250

Box of (please detail):

Origination	1	17.00	17.00
Carriage	1	32.00	32.00

**Subtotal** 871.50

VAT 20% 174.30

**Total** 1,045.80

**Delivery terms** Happy

**Our Reference** Please note our PO number: "15375-21548", 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