

Supplier Address

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

Delivery Address

Paula Bailey
National College for High Speed Rail Limited
2 Lister Street
Birmingham
B7 4AG
United Kingdom

Purchase Order

Purchase Order No. 24897-37635
Date 24/07/2019
Delivery date 08/08/2019

Account Manager Emma De Watteville
E-mail emma@roantree.co.uk

Dear Nigel,

We would like to order the following:

Product no.	Product Description	Quantity	Unit price	Subtotal
N1311	New Larkfield A5 Soft Feel Note Book In Black. A5 Note Book Made From Soft Feel PVC. Supplied with Elastic Pen-Loop, Wider Elastic Closure, Card Pocket & 100 x Sheet 200 Pages of Lined 70gsm Paper.	50	£ 1.93	£ 96.50
	full colour print to 1 position at the bottom of the front cover			
Origination	Origination	1	£ 25.00	£ 25.00
Carriage	Carriage	1	£ 10.00	£ 10.00
			Total	£ 131.50

Reference Please note our PO number: "24897-37635", and quote it on your invoices. Failure to do this could well result in delayed payment.

Delivery Date Please advise us if our requested delivery date changes. Please ensure any changes (including early delivery) are agreed with Roantree in advance.

POD Please ensure we receive a POD for all deliveries. This is required before any invoices will be paid.

File Copy Please provide a file copy to Roantree of all items produced.

Quantity Please ensure there are no under's or over's unless agreed with Roantree.