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solutions@proad.co.uk  
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#### Supplier Address

Alice Plummer  
Bagco Ltd  
Unit 3, Churchill Court  
Hortons Way  
Westerham  
TN16 1BT  
United Kingdom

#### Delivery Address

Gillian Barry  
FAO Labour Shop  
Athena House  
Admiral Business Park  
Cramlington  
Northumberland  
NE23 1WG  
United Kingdom

## Purchase Order

**Purchase Order No.** 32081-33092  
**Date** 26/07/2019  
**Delivery Date** 09/08/2019

**Account Manager** Lauren McKenna  
**E-mail** lauren@proad.co.uk

Dear Alice,

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

Product No.	Product Description	Quantity	Unit Price	Subtotal
B4181r	<b>Riverhead Laptop bag</b> Made from Reach compliant 600d polyester. A classic best Seller with a handy accessories panel under the front flap and a zipped main compartment with a padded area for your laptop. Removable adjustable shoulder strap.  Colour: Black Printed 1 colour in 1 position - white – design 2 on visual attached  In advance of delivery, can you please ensure that the UPC code (LABOURPS160) and product name (Labour Messenger bag) is on the outer box, along with the QTY (300)	300	7.79	2,337.00
Origination	Origination	1	25.00	25.00
Carriage	Carriage	1	90.00	90.00
<b>Subtotal</b>				2,452.00
VAT 20%				490.40
<b>Total</b>				2,942.40



Bespoke Design  
Solutions



Corporate Schemes



Express Solutions



Worldwide Sourcing



Corporate Clothing  
Solutions



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We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
Reference	Please note our PO number: "32081-33092", and quote it on your invoices. Failure to do this could well result in delayed payment.			

Please could you acknowledge receipt of this order  
A PDF proof is required prior to production  
Please send all correspondence relating to this order to [production@proad.co.uk](mailto:production@proad.co.uk)  
Unless otherwise agreed only exact order quantity will be accepted.  
Please send a tracking number on despatch. Failure to do this may result in delays in payment.

If you have any questions please do not hesitate to contact me.

Kind Regards  
Lauren McKenna



Bespoke Design  
Solutions



Corporate Schemes



Express Solutions



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