

Purchase Order

Supplier Address

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

Delivery Address

Mark Dawson
VolkerFitzpatrick
Argosy Way
Lutterworth
Leics
LE17 4JH
United Kingdom

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Purchase Order No. 15391-21564

Date 23/07/2019

Delivery date 07/08/2019

Order Administrator

Emma-Jade Hodge

E-mail

emma-jade@premierpandp.com

Dear Melanie,

We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Volker - A4 Pembury Ring Binder Zipfolio in Black	30	9.35	280.50

Printed with a one colour logo (white) to the bottom right corner as per VolkerFitzpatrick artwork.

Black Reach Compliant imitation leather zip A4 ring binder folder, with 20 page note pad and stylish contemporary organiser section.
Bulk packed and delivered.

Please send a PDF proof

Box Labels

Company: VolkerFitzpatrick

Customer Reference: C13205

Product: VolkerFitzpatrick A4 Pembury Ring Binder Zipfolio in Black

Quantity: 30

Box 1 of (Please amend accordingly) Premier Print and Promotions LTD

Origination

1

25.00

25.00

Carriage

1

18.00

18.00

Subtotal 323.50

VAT 20% 64.70

Total 388.20

Our Reference

Please note our PO number: "15391-21564", 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