

Purchase Order

Supplier Address

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

Delivery Address

Lucy Mulqueen
Stoke City FC
Stoke City Community Trust
Bet365 Stadium, Stanley Matthews Way
Stoke-on-Trent
Stoke-on-Trent
ST4 4EG
United Kingdom

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Purchase Order No. 15483-21704

Date 31/07/2019

Delivery date 12/08/2019

Order Administrator
E-mail

Bryony Gildersleeves
bryony@premierpandp.com

Dear Melanie,

We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Drawstring Bag - Red	300	0.71	213.00

Printed 1 Colour (WHITE) to 1 Position as per the " Stoke City " artwork supplied.
Bulk packed and delivered

Please send a PDF proof ASAP for approval.

Box Labels:

Company: Stoke City FC
Customer Reference: Lucy Mulqueen
Product: Drawstring Bags
Quantity: 300
Box 1 of (Please amend accordingly)
Premier Print and Promotions LTD

Origination	1	25.00	25.00
Carriage	1	10.00	10.00

Subtotal 248.00

VAT 20% 49.60

Total 297.60

Our Reference

Please note our PO number: "15483-21704", 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 bryony@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