

Unit 40,  
Basepoint Business Centre,  
Metcalf Way, Crawley,  
West Sussex, RH11 7XX

T 01293 773 221  
[www.latchamdirect.co.uk](http://www.latchamdirect.co.uk)

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## Purchase Order

S.  
BAG Co Limited  
Sales Office Unit 3 Churchill Court  
Hortons Way  
WESTERHAM  
Kent  
TN16 1BT

**Order No** 02/062825/

**Your Ref** 156133

**Customer's Ref** Anne Kerr

1 August 2019

Please supply the following goods :-

<b><u>Description</u></b>	<b>Rainham Tote Bag - East of England</b>
<b><u>Quantity</u></b>	200

Environmentally friendly tote/shopper bag-ideal for shows & exhibitions.  
Made from partly recycled 80 gsm Non Woven Polypropylene  
Dimensions: 390mm(w) x 450mm(h) x 120mm(d)  
Screen area Front 225(w) x 260(h)

**Colour; Purple 2685U  
Printed white.**

**GOODS MUST BE BOOKED IN 0117 311 8200  
ALL PAPERWORK AND BOXES MUST CONTAIN PRODUCT CODE: BPS166**

**Repeat Job** This is an amended repeat of your job reference 253003. Our job reference 02/058839/.

<b><u>Quantity</u></b>	<b><u>Price</u></b>
200                      Bag	£0.985 Each                      (Plus VAT)

**Delivery To** Latcham Direct, 1 Western Drive, Hengrove, BRISTOL, Avon, BS14 0AF.

**Delivery Date** 15/08/2019 (Note: This is NOT the despatch date).

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**In response to waste packing regulations Latcham Direct insist on it's palletised goods being delivered on recycled pallets.** Please label boxes with Latcham Direct labels if provided or advised to do so, and **supply ten finished samples** to Latcham Direct at the above address following completion of order.

The samples must be representative of the final completed job. **Set up sheets must not be used as samples or sent to our customers.**

Our order number must be quoted in FULL on all correspondence.

**Failure to do the above will delay payment.**

Emma Martin  
[emma.martin@latchamdirect.co.uk](mailto:emma.martin@latchamdirect.co.uk)