

# Purchase Order



GraphicArts  
Group

Bagco Ltd  
Unit 3  
Churchill Court  
Hortons Way  
Westerham  
Kent  
TN16 1BT

**Deliver To:**  
Graphic Arts (Coventry)  
Welcome House  
Falkland Close  
Charter Avenue Industrial Estate  
Coventry  
CV4 8AU

**Contact:** Melanie Lee  
**Phone:** 01959 560500  
**Email:** melanie@bag-co.co.uk  
**A/C Ref:** BAG01

**Purchase Order:** 48814  
**Required Date:** 17/09/2019  
**Ordered By:** Sue Green  
**Order Date:** 06/09/2019  
**SON:** 56171

Item	Product	Qty	Unit	Unit Price	Net Price
1	30130 VTBC Pembury Conference Folder - Code: B1262 Size: A4, Leather-look PU, zipped, 40-ring mech, 20pp lined pad, phone pocket, USB holder, Pen holder, Blind embossed to one position on the front cover.	12	Each	£11.3700	£136.44
2	Set-up  <i>Artwork to follow via email, please proof prior to print</i>  <i>Your quote ref: 167109 dated 20 August refers</i>  <b><i>**Urgently required - please despatch on or before 17 Sept as agreed with Natasha**</i></b>	1	Each	£45.0000	£45.00
3	Carriage	1	Each	£10.0000	£10.00

**Comments:**

**Net Total** £191.44  
**Carriage** £0.00

Please note that unders/overs will only be accepted if agreed with Graphic Arts (Coventry) Ltd, prior to despatch of the goods. Any changes or amendments to this order must be notified in writing and approved by the above contact.

This purchase order is subject to Graphic Arts (Coventry) Ltd's standard Terms & Conditions and Privacy Policy, a copy of which is available upon request or our website. These terms and conditions shall prevail over any terms and conditions in the seller's quotation.

Please quote the above Purchase Order number on all correspondence. Failure to do so will result in possible delay in payment.

**Authorised By:**



graphicartsgroup.co.uk



sales@graphicartsgroup.co.uk



024 7667 3415

Registered Office: Welcome House, Falkland Close, Coventry, CV4 8AU

Graphic Arts Group is a trading name of Graphic Arts (Coventry) Ltd, registered company no. 8422858 VAT registration 307 0872 71