

# Purchase Order

## Supplier Address

Nigel Pearce  
Bagco Ltd  
Unit 3, Churchill Court  
Hortons Way  
Westerham  
TN16 1BT  
United Kingdom

## Delivery Address

Jackie Bayley  
Atkins  
The Hub  
500 Park Avenue  
Aztec West  
Bristol  
BS32 4RZ  
United Kingdom

**Purchase Order No.** 7102-14560  
**Date** 21/10/2019  
**Delivery date** 05/11/2019

**Account Manager** Kate Colborn  
**Telephone** +44-1903-866432  
**E-mail** [kate@willsmerwagg.com](mailto:kate@willsmerwagg.com)

Dear Nigel,

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

Product no.	Product Description	Quantity	Unit price	Subtotal
B9719	<b>Chatham Gift Bag In White</b> Product: Chatham Gift Bag In White Product Colours: White Logo: SNC-Lavalin No Of Colours: 2 Pantone Ref: Black and Blue 3025C Logo Position: To 1 side of the bag REPEAT ORDER Lead time 2-3 weeks from artwork approval	150	0.97	145.50
Origination	<b>Origination</b>	1	15.00	15.00
carriage	<b>Carriage</b>	1	10.00	10.00
<b>Subtotal</b>				170.50
VAT 20%				34.10
<b>Total</b>				204.60

**Reference** Please note our PO number: "7102-14560", and quote it on your invoices.  
Failure to do this could well result in delayed payment.

