

**Supplier Address**

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

**Delivery Address**

Russell Barrett  
4com Plc  
Unit 2B Nimrod Way  
East Dorset Trade Park  
Wimbourne  
Dorset  
BH21 7HZ  
United Kingdom

## Purchase Order

**Purchase Order No.** 25164-38147  
**Date** 23/10/2019  
**Delivery date** 06/11/2019

**Account Manager** Katie Conneely  
**E-mail** katie@roantree.co.uk

Dear Nigel,

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

Product no.	Product Description	Quantity	Unit price	Subtotal
B7617	<b>Speldhurst Executive Tablet Bag In Black.</b> Executive Business Bag Made From 900d Polyester. Adjustable Shoulder Strap with Metal Fittings. External & Internal Compartments with Zip Closures. Padded to Fit Tablets & Small Laptops.  Print one colour to one position  Delivery to 1 UK Address  Lead Time: approx 2 weeks from artwork proof approval	50	£ 7.65	£ 382.50
Origination	Origination	1	£ 25.00	£ 25.00
Carriage	Carriage	1	£ 12.00	£ 12.00
<b>Total</b>				<b>£ 419.50</b>

**Reference** Please note our PO number: "25164-38147", and quote it on your invoices. Failure to do this could well result in delayed payment.

**Delivery Date** Please advise us if our requested delivery date changes. Please ensure any changes (including early delivery) are agreed with Roantree in advance.

**POD** Please ensure we receive a POD for all deliveries. This is required before any invoices will be paid.

**File Copy** Please provide a file copy to Roantree of all items produced.

**Quantity** Please ensure there are no under's or over's unless agreed with Roantree.