

Purchase Order

Supplier Address

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

Delivery Address

Will Earle
Goods In - Labelon UK Ltd
Unit 10/11 Chilford Court
Rayne Road
Braintree
Essex
CM7 2QS
United Kingdom

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Purchase Order No. 16835-23495

Date 01/11/2019

Delivery date 18/11/2019

Order Administrator
E-mail

Emma-Jade Hodge
emma-jade@premierpandp.com

Dear Melanie,

We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Downswood A5 Cotton Notebook Natural/Black	325	1.39	451.75

Printed 1 Colour (Black) to 1 Position as per Labelon artwork. A5 Eco notebook with a 3oz natural cotton cover. Black ribbon and black elastic closure and pen loop. 80 lined recycled 70gsm cream paper pages. Bulk packed and delivered.

Please send a PDF proof ASAP for approval.

Box Labels:

Company: Labelon UK Ltd
Customer Reference: LABUK1586
Product: A5 Notebooks
Quantity: 325
Box 1 of (Please amend accordingly)

Origination	1	25.00	25.00
Carriage	1	31.00	31.00

Subtotal 507.75

VAT 20% 101.55

Total 609.30

Our Reference

Please note our PO number: "16835-23495", 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 emma-jade@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