

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** 02/066508/  
**Your Ref** 176805  
**Customer's Ref** Georgia Burnside

10 December 2019

Please supply the following goods :-

**Description** EDCH - Companion Tote Bag  
**Quantity** 5,000 (5 K)  
**No. of parts** 1 (CUT)  
**Overall Size** x (Depth x Width)  
**Printing**  
**Finishing** 5 oz Natural Cotton Tote Bags  
Printed orange PMS 152 to one side

**\*\*Please label boxes - EDCH Companion Tote Bags\*\***

**Split delivery 2500 - Bristol / 2500 - Edinburgh**

<b><u>Quantity</u></b>	<b><u>Price</u></b>
5,000 Bag	£2,887.00 Per Lot (Plus VAT)

**Deliver To** Edinburgh Dog and Cat Home  
26 Seafeld Road East

Midlothian EH15 1EH  
Contact: Georgia Burnside  
Quantity: 2,500 (2.5 K)  
Del date: 20/12/2019

Latcham Direct  
1 Western Drive  
Hengrove  
BRISTOL  
Avon BS14 0AF  
Contact: Emma Martin  
Quantity: 2,500 (2.5 K)  
Del date: 20/12/2019

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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)