

# Purchase Order

## Supplier Address

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

## Delivery Address

Boosters Ltd  
Unit 13-15  
Parc Erissey Industrial Estate  
Redruth  
TR16 4HZ  
United Kingdom

**Purchase Order No.** 20036-30040  
**Date** 17/12/2019  
**Delivery Date** 28/01/2020

**Account Manager** Donna Lee  
**Telephone** +012-09315-226  
**E-mail** sales@boosters.co.uk

Dear Nigel,

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
N9212	<b>Broadstairs A5 Kraft Notebook</b> Natural notebook with coloured pen loop, ribbon and elastic closure.  200 of each colour - Purple, Navy, Red, Black, Green  Dimensions: 140mm x 210mm x 15mm Print Area: 120mm x 90mm  Printed 1 colour to front and back covers	1000	1.47	1,470.00
Origination	Origination	1	50.00	50.00
Carriage	Carriage	1	97.00	97.00
<b>Subtotal</b>				1,617.00
VAT 20%				323.40
<b>Total</b>				1,940.40

## Reference

Please note our PO number: "20036-30040", and quote it on your invoices.  
Failure to do this could well result in delayed payment.