

Supplier Address

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

Delivery Address

F.A.O Sophie Cope
Exclusive Networks Ltd
Unit 8, Orchard Business Centre
2009 Orchard Avenue, Citywest
Dublin 24
D24 YC8
Ireland

Purchase Order

Purchase Order No. 2605-4769

Date 28/01/2020

Delivery Date 12/02/2020 ** NO FAIL **

Account Manager Ruby Cranmer

E-mail ruby@m-four.co.uk

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
B1198	PEMBURY PC TABLET PORTFOLIO IN BLACK. DESCRIPTION: Zip A4 Sized Conference Folder Made From Reach Compliant PU Imitation Leather. Can Accommodate Most Tablet PCs in Soft Feel Sleeve. Includes 20pp Recycled Note Pad, USB Holders, Pen-Loop, Mesh Pocket & Business Card Slots. COLOUR: Black. BRANDING: Full colour print LOGO REFERENCE: 100 x Paloalto & Vodaphone, 50 x PaloAlto (NEW) & Vodaphone CRITICAL DELIVERY DATE: 12th February - to Dublin PACKING INSTRUCTIONS: On the 50 that have the PaloAlto (NEW) design please can these be in separate boxes to the other design with a label to say not to open until 24th Feb. These a new logo launch and they don't want the team to know until this date.	150	£ 7.85	£ 1,177.50
Origination		1	£ 50.00	£ 50.00
Carriage		1	£ 47.00	£ 47.00
Subtotal				£ 1,274.50
VAT 20%				£ 254.90
Total				£ 1,529.40

Quantity

We DO NOT accept unders or overs without prior notification

Delivery Date

Please confirm delivery date is possible

Delivery

Please advise ASAP if delivery will need to be on a pallet as we will need to inform our customer.

Terms

Customer information given exclusivley for this order and any direct contact with the end user will be seen as a breach of contract

Proof

Please supply PDF proof and an order acknowledgement ASAP

Reference

Please note our PO number: "2605-4769", and quote it on your invoices.

All invoices should be emailed to accounts@m-four.co.uk as our book keeper works remotely.

Failure to do this could well result in delayed payment.