

Purchase Order

Supplier Address

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

Delivery Address

Dean Hatfield
Prospects Services
Roundwood Youth Centre
49 Longstone Avenue
Harlesden
NW10 3UN
United Kingdom

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Purchase Order No. 17624-24736**Date** 29/01/2020**Delivery date** 14/02/2020**Order Administrator**

Bryony Gildersleeves

E-mail

bryony@premierpandp.com

Dear Melanie,

We would like to order the following:

| Product Description | Quantity | Unit price | Subtotal |
|---|----------|------------|----------|
| Eynsford Drawstring Backpack Rucksack In Purple | 300 | 0.94 | 282.00 |

Repeat Of Order 11463-16141

Printed 1 Colour (White) to 1 Position as per the " Connexions Brent " artwork supplied.

Bulk packed and delivered

Please send a PDF proof ASAP for approval.

Box Labels:

Company: Prospects Services

Customer Reference: Dean Hatfield

Product: Eynsford Drawstring Backpack Rucksack In Purple

Quantity: 300

Box 1 of (Please amend accordingly)

Premier Print and Promotions LTD

Origination

Carriage

1 17.00 17.00

1 11.00 11.00

Subtotal 310.00

VAT 20% 62.00

Total 372.00**Our Reference**

Please note our PO number: "17624-24736", 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 bryony@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