

# Purchase Order

## Supplier Address

Nigel Pearce  
Bagco Ltd  
Unit 3, Churchill Court  
Hortons Way  
Westerham  
TN16 1BT  
United Kingdom  
sales@bag-co.co.uk  
01959 560500

## Delivery Address

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

**Purchase Order No.** 20150-30166  
**Date** 03/02/2020  
**Delivery Date** 26/02/2020

**Account Manager** Donna Lee  
**Telephone** 01209 315 226  
**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.  250 of each colour - Purple, Navy, Red, Black  Dimensions: 140mm x 210mm x 15mm Print Area: 120mm x 90mm  Printed Cyan to front and back covers as previously  Repeat of Boosters order - 20036 - 30040	1000	1.47	1,470.00
Origination	Origination	1	30.00	30.00
Carriage	Carriage	1	75.00	75.00
			<b>Subtotal</b>	1,575.00
			VAT 20%	315.00
			<b>Total</b>	1,890.00

## Reference

**Please note our PO number: "20150-30166", and quote it on your invoices.  
Failure to do this could well result in delayed payment.**

## Additional Notes

Please despatch all orders under plain cover

Can you please ensure All Order Confirmations/Acknowledgements, Artwork Approvals & Despatch Notices are only emailed to sales@boosters.co.uk - Failure may result in delays to us signing off paperwork

Please ensure goods are delivered under plain cover