

# Purchase Order

## Supplier Address

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

## Delivery Address

Charlotte Collins-White  
Touch Associates limited  
Q2 The Square  
Randalls Way  
Leatherhead  
KT22 7TW  
United Kingdom

**Purchase Order No.** 7633-15507  
**Date** 04/02/2020  
**Delivery date** 14/02/2020

**Account Manager** Kathleen Faulkner  
**E-mail** [Kathleen@willsmerswaggs.com](mailto:Kathleen@willsmerswaggs.com)

Dear Nigel,

## We would like to order the following:

Product no.	Product Description	Quantity	Unit price	Subtotal
B8809	<b>Leybourne 5oz Cotton Shopper Tote Bag In Natural.</b> Product: Leybourne 5oz cotton tote bag Product Colours: natural Product Size: 5oz Logo: Rentokil No Of Colours: 3 Pantone Ref: PMS 485 C – red PMS 285 C – blue PMS 296 C – midnight Logo Position: to one side of the bag Lead Time: 1 Week from Artwork approval Other Info: 5oz (140gsm) Cotton Shopper Tote Bag with Long Handles. *NO FAIL WEDS 19th FEB**	68	2.09	142.12
origination	<b>Origination</b>	1	75.00	75.00
carriage	<b>Carriage</b>	1	10.00	10.00
<b>Subtotal</b>				227.12
VAT 20%				45.42
<b>Total</b>				272.54

## Reference

Please note our PO number: "7633-15507", and quote it on your invoices.  
Failure to do this could well result in delayed payment.

