

Purchase Order No:
80390-BAG-09AA



Vendor:

Kirsty Wickenden
Bagco
Unit 3, Churchill Court
Hortons Way
WESTERHAM
Kent
TN16 1BT

Tel: 01959 560500

Fax: 01959 563034

Email: production@bag-co.co.uk

Delivery Address:

PLAIN COVER:
Emma-Louise Shuttleworth
Lyng Hall School
Lyng Hall School
Blackberry Lane
Coventry
CV2 3JS
United Kingdom

**PLEASE CONFIRM BY EMAIL WHEN
ORDER IS DESPATCHED
INCLUDING LIST OF GOODS
DESPATCHED - EMAIL TO:
kelly.lafferty@creativeemporium.co.uk**

Delivery Date: 28/02/20

Qty	Product Code	Description	Unit Cost	Total Cost
200	B5014R	Eynsford Drawstring Bag in purple printed 1 colour to the front	£0.95	£190.00
1		Origination Charge	£25.00	£25.00
1		Carriage to 1 UK mainland address	£10.00	£10.00
If sending branded goods, please send an extra copy for our sample file to: Kelly Lafferty, Creative Emporium, 4 Whitehall Cross, Leeds, LS12 5XE			Subtotal	£225.00
			VAT @ 20%	£45.00
			Total	£270.00

Please include our order number in all email correspondence

For anything order related please contact: kelly.lafferty@creativeemporium.co.uk

Please send artwork proofs to: kris@creativeemporium.co.uk

For branded items we will always require a visual proof and/or a pre-production sample to approve in writing by our team before production commences. Failure to comply may result in non-payment or cancellation of order. Please advise us of any additional or increased costs and we will revise the Purchase Order where appropriate. Invoices for different items or with charges greater than issued Purchase Order will NOT be approved. If there are any shortages of stock for this order, or if you need any further information in order to meet the delivery date please contact the person who has placed this order at the email address above or on 0870 300 1426.

Kelly Lafferty

OUR DETAILS: -----

4 Whitehall Cross
Leeds // LS12 5XE

t // 08707 500057

f // 08707 500058

e // info@creativeemporium.co.uk
w // creativeemporium.co.uk

a  Company