

Supplier Address

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

Delivery Address

Shane Smy
Barenbrug U.K. Limited
33 Perkins Road
Rougham Industrial Estate
Bury St Edmunds
IP30 9ND
United Kingdom

Purchase Order

Purchase Order No. 25420-38690
Date 19/02/2020
Delivery date 09/03/2020

Account Manager Katie Conneely
E-mail katie@roantree.co.uk

Dear Nigel,

We would like to order the following:

Product no.	Product Description	Quantity	Unit price	Subtotal
B1261	Pembury 4 Ring Zipfolio In Black. Reach Compliant Zip Imitation Leather A4 4-ring Binder. Made From Lightly Grained High Grade P. U. Supplied with 20 Page Recycled Paper Note Pad & Stylish Contemporary Organizer Section. MOQ: 15 units Logo embossed to 1 position (bottom) Front Cover. Delivery to 1 UK address. Lead time: Approx. 2-3 weeks from artwork proof approval	10	£ 14.15	£ 141.50
Origination	Origination	1	£ 45.00	£ 45.00
Carriage	Carriage	1	£ 10.00	£ 10.00
			Total	£ 196.50

Reference Please note our PO number: "25420-38690", and quote it on your invoices. Failure to do this could well result in delayed payment.

Delivery Date Please advise us if our requested delivery date changes. Please ensure any changes (including early delivery) are agreed with Roantree in advance.

POD Please ensure we receive a POD for all deliveries. This is required before any invoices will be paid.

File Copy Please provide a file copy to Roantree of all items produced.

Quantity Please ensure there are no under's or over's unless agreed with Roantree.