

#### Supplier Address

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

#### Delivery Address

Laura Grossman  
Barrus  
Glen Way  
Bicester  
Oxfordshire  
OX26 4UR  
United Kingdom

## Purchase Order

**Purchase Order No.** 57253-50220

**Date** 27/02/2020

**Delivery Date** 11/03/2020

**Account Manager** Debbie Field

**E-mail** [debbie@mphenterprises.co.uk](mailto:debbie@mphenterprises.co.uk)

Dear Nigel,

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
B1198	<b>Pembury Pc Tablet Portfolio In Black.</b> Zip A4 Sized Conference Folder Made From REACH Compliant PU Imitation Leather. Can Accommodate Most Tablet PC in Soft Feel Sleeve. Includes 20pp Recycled Note Pad, USB Holders, Pen-Loop, Mesh Pocket & Business Card Slots.  With a 1 position deboss.  Lead time approximately 2 weeks from artwork approval.	25	9.23	230.75
Origination	Origination	1	45.00	45.00
Carriage	Carriage	1	13.00	13.00
<b>Subtotal</b>				288.75
VAT 20%				57.75
<b>Total</b>				346.50

**Reference** Please note our PO number: "57253-50220", and quote it on your invoices.  
**Failure to do this could well result in delayed payment.**

**Orders#** Our Order Number must be stated on all invoices, otherwise payment will be delayed.

**Delivery#** All deliveries must be sent out UNDER PLAIN COVER and be accompanied by a PLAIN COVER DELIVERY NOTE.

For deliveries direct to MPH Enterprises (Only), Follow Delivery/Packaging Instructions state in the Goods-in Specification document (Attached to the Email).

Early Dispatches/deliveries must be communicated via email.

**Under & Overs#** We Accept 0% under/overs