



M-four Promotions

for everything branded

Supplier Address

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

Delivery Address

Katrina Muir
St Mary's School Ascot
St Mary's Road
Ascot
Berkshire
SL5 9JF
United Kingdom

Purchase Order

Purchase Order No. 2721-4978
Date 22/07/2020
Delivery Date 14/08/2020

Account Manager Judith Tinker
E-mail judith@m-four.co.uk

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
B6051r	FAVERSHAM LAPTOP BACKPACK RUCKSACK IN BLACK. DESCRIPTION: REACH Compliant 600x300D Polyester. Sturdy Laptop Backpack for Screens Up to 15.4 Inch Size. Features Zip Front & Main Compartments, Organiser Section, Earphones Outlet & Curve Rubber Handle. COLOUR: Black BRANDING: 3 colour digital transfer print, PRINT COLOURS: Pantone 873 gold, 288 Dark Blue and white PRINT AREA: 10 x 10cm ARTWORK: St Mary's School Ascot B6051r v.3	35	£ 11.80	£ 413.00
Origination	LEAD TIME: 3 - 4 weeks subject to stock	1	£ 25.00	£ 25.00
Carriage	CRITICAL DELIVERY DATE: 1st September, 2020	1	£ 16.00	£ 16.00
Subtotal				£ 454.00
VAT 20%				£ 90.80
Total				£ 544.80

Quantity

We DO NOT accept unders or overs without prior notification

Delivery Date

Please confirm delivery date is possible

Delivery

Please advise ASAP if delivery will need to be on a pallet as we will need to inform our customer.

Terms

Customer information given exclusively for this order and any direct contact with the end user will be seen as a breach of contract

Proof

Please supply PDF proof and an order acknowledgement ASAP

Reference

Please note our PO number: "2721-4978", and quote it on your invoices.

All invoices should be emailed to accounts@m-four.co.uk as our book keeper works remotely.

Failure to do this could well result in delayed payment.