

# Purchase Order

**Supplier Address**

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

**Delivery Address**

Jess Crimin  
Hub Productions Limited  
Unit 506 Clerkenwell Workshop  
31 Clerkenwell Close  
London  
EC1R 0AT  
United Kingdom

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**Purchase Order No.** 19995-28004

**Date** 05/03/2021

**Delivery date** 12/03/2021 \*\* NO FAIL \*\*

**Order Administrator**

**E-mail**

Emma-Jade Hodge

emma-jade@premierpandp.com

Dear Melanie,

We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
<b>Recycled Seabrook 5oz Recycled Cotton Tote in Black</b>	50	1.23	61.50

Screen printed 1 colour (white) to 1 side as per Klarna artwork.  
Recycled Tote 5oz Bag with Long Handles Made From Recycled Cotton T-shirt  
Material. Fabric Used to Manufacture This Bag is 60% Recycled Blended with 40%  
Polyester R-pet Which is Recycled Fabric From Plastic Bottles for Extra Structure.  
Bulk packed and delivered.

\*NO FAIL 12/03 DELIVERY OR EARLIER IF YOU CAN\*

Please send a PDF proof for approval ASAP.

Box labels:

Company: Hub Productions Limited  
FAO: Jess Crimin  
Product: Klarna - Tote Bags  
Quantity: 50  
Box 1 of (please amend accordingly)  
Premier Print and Promotions Ltd

Origination	1	25.00	25.00
Carriage	1	10.00	10.00

**Total** 96.50

**Our Reference**

Please note our PO number: "19995-28004", and quote it on your invoices.  
Failure to do this could well result in delayed payment.

**BEFORE DISPATCHING DIRECTLY TO OUR CUSTOMER:**

Please contact me on or email emma-jade@premierpandp.com to advise:

- 1) Final Quantity - Please Note: If you are charging us for overs we must be told at the point of dispatch
- 2) How The Order Is Packed - i.e. how many boxes and/or pallets
- 3) Expected Delivery Date