



# PURCHASE ORDER

Bagco  
Unit 3, Churchill Court  
Hortons Way  
Westerham  
Kent  
TN16 1BT

**Purchase Order Date**  
22 Mar 2021

**Delivery Date**  
2 Apr 2021

**Purchase Order Number**  
PO-5313

**Reference**  
Po: 145930/124-31031

**VAT Number**  
789706268

The Extra Step Ltd  
Bedford Heights  
Brickhill Drive  
Bedford  
MK41 7PH  
Tel: 01234 344317

| Description                                                                                                                                           | Quantity | Unit Price | VAT | Amount GBP |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------------|-----|------------|
| Groombridge 10 oz cotton canvas tote natural.<br>Size 39.5 (h) x 31 (w) x 11 (d) cm<br>Printed 1 colour black 1 SIDE ONLY with the elevated E design. | 500.00   | 1.48       | 20% | 740.00     |
| Screen                                                                                                                                                | 1.00     | 25.00      | 20% | 25.00      |
| Carriage                                                                                                                                              | 1.00     | 33.00      | 20% | 33.00      |
| Subtotal                                                                                                                                              |          |            |     | 798.00     |
| TOTAL VAT 20%                                                                                                                                         |          |            |     | 159.60     |
| TOTAL GBP                                                                                                                                             |          |            |     | 957.60     |

## DELIVERY DETAILS

### Delivery Address

Everards Brewery Ltd  
Goods In  
Devana Avenue,  
Optimus Point,  
Glenfield  
Leicester  
LE3 8JS

### Attention

Nigel / Mick

### Telephone

### Delivery Instructions

Please book the goods in with Mick 0116 201 4277 or Nigel 0116 201 4278

Please call me 48 hours before the order is despatched as this has to be booked in.