

**Supplier Address**

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

Delivery Address

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

Purchase Order

Purchase Order No. 2876-5247
Date 14/05/2021
Delivery Date 28/05/2021

Order Confirmations & Proofs sent to:

orders@m-four.co.uk

Invoices sent to:

accounts@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 NAVY 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: Navy with Black trim BRANDING: 3 colour digital transfer print - repeat from previous order LOGO REFERENCE: St Mary's LEAD TIME: 3 - 4 weeks subject to stock	50	£ 12.10	£ 605.00
Origination		1	£ 15.00	£ 15.00
Carriage		1	£ 20.00	£ 20.00
Subtotal				£ 640.00
VAT 20%				£ 128.00
Total				£ 768.00

Quantity We DO NOT accept unders or overs without prior notification

Delivery Date Please advise if delivery date is possible and advise us if you are shipping early, it's not usually a problem but we need to be aware

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: "2876-5247", 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.