

# Purchase Order

# Premier.

promotional-gifts.com

**Supplier Address**

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

**Delivery Address**

Beth Lawrence  
ADSS London  
9th Floor, 125 Old Broad Street  
London  
EC2N 1AR  
United Kingdom

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**Purchase Order No.** 20950-30215

**Date** 05/10/2021

**Delivery date** 19/10/2021

**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>Newchurch' Recycled Drawstring Bag</b>	50	1.68	84.00

Screen printed 1 colour (Black) to 1 position as per ADSS artwork.  
Recycled Eco Cotton Drawstring 6.5oz (180gsm) with natural col cotton draw-cords & metal eyelets. The fabric used to manufacture this bag is 70% recycled cotton from off cuts and waste cotton blended with 30% polyester (R-PET which is recycled fabric from plastic bottles) for extra structure. Due it's totally recycled nature, every bag and batch will differ.  
Bulk packed and delivered.

Please send a PDF proof for approval ASAP.

Box labels:

Company: ADSS London  
Customer Reference: Beth Lawrence  
Product: Newchurch' Recycled Drawstring Bag  
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** 119.00

**Our Reference**

Please note our PO number: "20950-30215", 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