

Supplier AddressNigel Pearce
Bagco Ltd
Unit 3, Churchill Court
Hortons Way
Westerham
TN16 1BT
United Kingdom**Delivery Address**Will Woodrow
Mark Allen Group
Quadrant House
The Quadrant
Sutton
Surrey
SM2 5AS
United Kingdom**Purchase Order No.** 26584-92761**Date** 03/12/2021**Delivery Date** 20/12/2021 ** NO FAIL ****Account Manager** Zsuzsanna Varro
E-mail tstproduction@sourcing.co.uk**PLEASE SUPPLY THE FOLLOWING GOODS AND SERVICES:**

Product No.	Product Description	Quantity	Unit Price	Subtotal
N9411	Downswood A5 Eco Cotton Notebook Eco A5 notebook with a 3oz natural cotton cover. Black ribbon and black elastic closure and pen loop. 80 lined recycled 70gsm cream paper pages. Dimensions: 21cm x 14cm x 1.6cm Weight: 250g Colour: Black Print Details: 1 Colour Screen Print in white Print Area: 11cm x 8cm Repeat Order: 26498 - Sept 2021 Please supply emailed PDF proof within 24 hours (unless otherwise stated) sent directly to the account manager for approval.	100	£ 1.65	£ 165.00
Origination	Origination	1	£ 17.00	£ 17.00
Carriage	Carriage	1	£ 14.00	£ 14.00
Subtotal				£ 196.00
VAT 20%				£ 39.20
Total				£ 235.20

Please note our PO number: "26584-92761", and quote it on your invoices.**Failure to do this could well result in delayed payment.****TST PURCHASE ORDER TERMS:** All deliveries are to be made using Delivery Notes supplied by The Sourcing Team. A signed copy of the delivery POD is required within 48 hours to tstproduction@sourcing.co.uk**UNDERS & OVERS:** We must be supplied with the exact order quantity specified. Overs will not be paid for unless agreed in writing by The Sourcing Team & Unders are not acceptable.**TERMS & CONDITIONS:** All orders are based on The Sourcing Team Terms & Conditions of Purchase please request a copy from tstproduction@sourcing.co.uk**FILE SAMPLES:** Where file samples are requested this does form part of the contract and payment may be withheld if requested samples are not supplied.**INVOICING:** Invoices to be sent to invoices@sourcing.co.uk only. All invoices must specify TST Order No. & TST Order Contact. Invoices that do not contain this information will be rejected and returned for correct completion. Finance can be contact directly on +44 (0) 20 8666 0784.**TIME IS OF THE ESSENCE:** Dates specified are critical and must be adhered to - time is of the essence on all orders.**PDF PROOF:** Please supply emailed PDF proof within 24 hours (unless otherwise stated) sent directly to the account manager for approval



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VAT No: 676395092 Reg in England No: 3199616