

PURCHASE ORDER

Sales Order: IPSW9622
Date: 06/01/2022
Required By: 20/01/2022
Job Title: University of Suffolk

Sarah Pearce
Bagco Ltd
3 Churchill Court,
Hortons Way,
Westerham,
Kent
TN16 1BT

Product Description	Supplier Product Reference N9224	Qty	Price	Cost
Broadstairs' A5 Kraft Paper Notebook - Dark Natural/Black - Printed 1 Colour		500	1.37	685.00
-Black			Setup	25.00
			Carriage	57.00

Total ex. VAT £ 767.00

Delivery Address:

Gergana Ivanova
University of Suffolk Students' Union
Waterfront Building
Neptune Quay
Ipswich, Suffolk
IP4 1QJ

Special Instructions:

There must be no mention of your company details on goods despatched. They must be packed in plain wrappers or cartons and **the attached Delivery Note must be used**. Please complete the quantity despatched in the relevant box, the despatch date and the number of parcels. Photocopies of the delivery note may be used as required.

Yours faithfully,

Gemma Andrews
Impress Ipswich

DELIVERY NOTE

Gergana Ivanova
University of Suffolk Students' Union
Waterfront Building
Neptune Quay
Ipswich, Suffolk
IP4 1QJ

ORDER NO:	OUR REF NO:	DESPATCH DATE:	NO. OF PARCELS:	CARRIER:
TBA	IPSW9622			

PRODUCT	JOB TITLE
Broadstairs' A5 Kraft Paper Notebook - Dark Natural/Black - Printed 1 Colour -Black	University of Suffolk

SIGNED BY: _____

Impress Ipswich

235 Valley Road Ipswich Suffolk IP4 3AH

Tel: 01473 253690 Fax: 01473 257397

Web: www.impressipswich.co.uk E-Mail: sales@impressipswich.co.uk



Gergana Ivanova
University of Suffolk Students' Union
Waterfront Building
Neptune Quay
Ipswich, Suffolk
IP4 1QJ