



Geiger UK  
9 Millington Rd  
Hayes UB3 4AZ  
Phone: 0208 569 2250

## Purchase Order

Order No.: 340012818  
Date: 29/06/2022  
Vendor ID: 9400000076  
Currency: GBP  
Contact: Michele Painter

| TO:   | SHIP TO:  |
|---|---|
| Bagco Ltd<br>Bullhouse Mill<br>Lee Lane<br>Sheffield ICKENHAM S36 9NN<br>United Kingdom | Microsoft Ltd<br>Microsoft UK Campus<br>Thames Valley Park<br>Reading BERKSHIRE RG6 1WG<br>United Kingdom<br>Attn: Hannah Garland |

| FOB POINT     | SHIP VIA  | TERMS                     | ORDER DATE | DELIVERY DATE |                |
|---------------|---|---------------------------|------------|---------------|----------------|
|               |   | 30 Days From end of month | 29/06/2022 | 20/07/2022    |                |
| SUPPLIER ITEM | ITEM  | UOM                       | QTY.       | UNIT PRICE    | EXTENDED PRICE |
| N9419W        | UK00021117: Downswood A5 Eco Cotton Notebook Colour WHITE | EACH                      | 100        | 2.25          | 225.00         |
| Details:      | Transfer printed to 1 position                            |                           |            |               |                |
|               | UK00000004: Service - Origination                         | EACH                      | 1          | 25.00         | 25.00          |
|               | UK00000007: Service - Delivery                            | EACH                      | 1          | 19.00         | 19.00          |
| N9419W        | UK00021117: Downswood A5 Eco Cotton Notebook Colour white | EACH                      | 50         | 2.25          | 112.50         |

**PO Total:** 381.50  
**Tax Total:** 76.30  
**Total (GBP):** 457.80

To ensure prompt payment, please quote the order number on all invoices and ensure the invoices match the value of our PO. This Purchase Order is subject to the Geiger General Terms and Conditions for the Purchase of Goods and Services as previously provided. Please note the value of any invoice(s) raised against this Purchase Order must match the values and quantities noted in the Purchase Order and your Order Acknowledgment. If any amendments or additional charges are not detailed correctly in the Purchase Order or Order Acknowledgment, please work together with your Geiger contact to ensure a revised copy of the Purchase Order is received and a revised Order Acknowledgment is issued to Geiger before any invoice(s) are raised to avoid processing delays and ensure prompt payment.