



Melanie Lee
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Westerham Kent TN16 1BT

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Purchase Order

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Order Number	Order Date	Your Order No / Our Job	Your Account Reference	Promise Date
86322	31/08/2022	38598		09/09/2022

Product	Description	Quantity	Unit	VAT	Price
CGIV059	CGI A5 Broadstairs Notebook - Red Detailing	150	£1.15 /	S	£172.50
	Printed with the CGI logo to the cover as before o/n: 85521	150	£0.35 / Each	S	£52.50
	Please send a PDF proof prior to bulk production				
	Repeat Origination	1	£15.00 / Each	S	£15.00
	Carriage & Packing	1	£23.00 / Each	S	£23.00
	Goods needed by the 19th September latest				
	Please ensure there is no plastic sent with the order				

NOTE

Please quote our Order No on all documents relating to this order. Please supply exact quantities.

As part of our commitment to the environment please can you ensure that any plastic packaging for the products you supply is removed, or kept to an absolute minimum. For all deliveries can you specify in your order acknowledgement the method of product and transit packaging used. Thank you.

Deliver To Debbie Street
CGI IT UK Ltd
Split Delivery

VAT Breakdown		Order Value	
Code	Goods		
S	£263.00	1 @ 20.00%	£52.60
Total Order Amount			£315.60