

# Purchase Order

**Ref:** 2980-2444

The number reference number above must appear on all related correspondence, delivery papers, and invoices:

<b>To:</b> Bag Co	<b>Deliver To:</b> NPC Print Unit Q, Linsford Business Park Linsford Lane Mytchett Surrey GU16 6DL
<b>Phone:</b>	<b>Tel:</b> 01276783021

P.O. DATE	REQUISITIONER	DATE REQUIRED	YOUR REF	OUR ORDER NO
20/10/2022	Richard Saunders	03/11/2022	223454	2980

DESCRIPTION	AGREED COST
Title: Cotton Tote Bags Qty: 1000 Size: 420mm x 380mm with long handles Colour: Printed black in 2 positions (Logo one side and website the other) Material: 5oz Recycled Cotton Tote Shopper Artwork: Reprint from previous (Our Ref: 2016) PDF Proof (Visual) Required Finishing: Pack suitably for delivery Delivery: Please deliver back to NPC 03/11/22	1,206.00
<b>TOTAL</b>	<b>1,206.00</b>

**Notes:**

Please call immediately, if you have any query regarding this order or are unable to meet the delivery deadline.