

# PURCHASE ORDER

### Ordered By:

Alan Hoyle  
Branding Focus Ltd.  
Pinewood Studios  
Pinewood Road, Iver Heath  
SLO 0NH  
Phone: 01753 657 085

### Delivery Details (to be sent under Plain Cover):

Company: Essential Embroidery  
Contact: Kira Henry (BFPO-02776)  
Address: Unit 1 (Unit 8)  
Aragon Park, Foster Avenue  
Dunstable  
LU5 5GN

	Quantity	Branded Cost	Total Cost
Higham Laptop Bag B2351 REACH compliant* 300x250d Polyester meeting bag . With an organiser section, padded section for tablet PC or small laptop up to 15", Branding: n/a 0	200	£ 2.50	£ 500.00
		<b>Set Up</b>	£ -
		<b>Freight</b>	£ 41.00
		<b>Adjustments</b>	£ -
		<b>Total</b>	<b>£ 541.00</b>

**Please Note: Products produced with this Logo MUST NOT be used for samples (damaged or complete) or in images of, unless explicitly authorised by Branding Focus**

Order Total	£ 541.00
VAT @ 20%	£ 108.20
<b>Total</b>	<b>£ 649.20</b>

Branding Focus Ltd | Pinewood Studios | Iver Heath | SLO 0NH

Registered Address: 8 Rutland Lodge | Rutland Street | High Wycombe | HP11 2FS

Registered in England & Wales, Registration No. 09121588 - VAT Registration No. 191301044

1. Please enter this order in accordance with the agreed prices, delivery address and timelines stated above.
2. Please provide a digital proof or otherwise where stated prior to proceeding to full production.
3. Please notify immediately of any deadline, stock, production, artwork issues.
4. Despatch Confirmation required on ALL ORDERS, STATING any unders or overs, as well as tracking details.
5. Please send all invoices electronically to [accounts@brandingfocus.co.uk](mailto:accounts@brandingfocus.co.uk) quoting the PO number.

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