

Purchase Order

Premier.

promotional-gifts.com

Supplier Address

Melanie Lee
Bagco Ltd
Unit 3, Churchill Court
Hortons Way
Westerham
TN16 1BT
United Kingdom

Delivery Address

Matt Johnson
Potter Johnson
30 Churchill Place
2nd Floor
Canary Wharf
London,
E14 5RE
United Kingdom

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Purchase Order No. 25639-37357

Date 18/01/2023

Delivery date 30/01/2023

Order Administrator

Emma-Jade Hodge

E-mail

emma-jade@premierpandp.com

Dear Melanie,

We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Dartford A5 Notebook Black	100	2.10	210.00

Digital print 1 position as per Potter Johnson artwork
. A5 notebook 96 pages of 70gsm recycled cream coloured lined pages with 8 mm rule. Elastic closure, elastic pen holder and ribbon page divider. Bulk packed and delivered.

Please send a PDF proof ASAP for approval.

Box Labels

Company: Embed Ventures
Customer Reference: Callum Ingram
Product: Dartford Notebook
Quantity: 100
Box 1 of (please amend accordingly)
Premier Print and Promotions LTD

Origination	1	25.00	25.00
Carriage	1	13.00	13.00

Total 248.00

Our Reference

Please note our PO number: "25639-37357", and quote it on your invoices.
Failure to do this could well result in delayed payment.

BEFORE DISPATCHING DIRECTLY TO OUR CUSTOMER:

Please contact me on or email emma-jade@premierpandp.com to advise:

- 1) Final Quantity - Please Note: If you are charging us for overs we must be told at the point of dispatch
- 2) How The Order Is Packed - i.e. how many boxes and/or pallets
- 3) Expected Delivery Date