

#### Supplier Address

Nigel Pearce  
Bagco Ltd  
Unit 3, Churchill Court  
Hortons Way  
Westerham  
TN16 1BT  
United Kingdom

#### Delivery Address

Eloise Bailey  
MPH  
Unit 1-2 New Hold Industrial Estate  
New Hold Industrial Estate  
Leeds  
LS25 2LD  
United Kingdom

## Purchase Order

**Purchase Order No.** 60501-57725

**Date** 16/03/2023

**Delivery Date** 16/03/2023

**Account Manager** Luke Langley

**E-mail** [luke@mphenterprises.co.uk](mailto:luke@mphenterprises.co.uk)

Dear Nigel,

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
B1322	<b>Dartford Zip Conference Folder In Black.</b> Lightly Grained PU. REACH Compliant. Complete with USB Holder & 20 Page Recycled Paper Note Pad.  Colour: Black Size: N/A Branding: Debossed to 1 position Lead Time: 2 weeks from artwork approval	60	6.99	419.40
Origination	Origination	1	45.00	45.00
Carriage	Carriage	1	18.00	18.00
B7821	<b>Chillenden Eco Recycled Business Bag In Black.</b> Laptop Business Bag Made in Reach Compliant 300X300d 100% Rpet. This Bag has a Padded Compartment for Tablet or Laptop PC Up to 15 Inch Screen Size, a Front Slip Pocket & Soft Neoprene Wrap Carry Handles  Colour: Black Size: N/A Branding: 1 Colour Print Lead Time: 2 weeks from artwork approval	60	7.95	477.00
Origination	Origination	1	25.00	25.00
Carriage	Carriage	1	15.00	15.00
<b>Subtotal</b>				999.40
VAT 20%				199.88
<b>Total</b>				1,199.28

**Purchase Order No.** 57725

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**We would like to order the following:**

Product No.	Product Description	Quantity	Unit Price	Subtotal
<b>Reference</b>	<b>Please note our PO number: "60501-57725", and quote it on your invoices. Failure to do this could well result in delayed payment.</b>			
<b>Orders#</b>	Our Order Number must be stated on all invoices, otherwise payment will be delayed.			
<b>Delivery#</b>	All deliveries must be sent out UNDER PLAIN COVER and be accompanied by a PLAIN COVER DELIVERY NOTE. For deliveries direct to MPH Enterprises (Only), Follow Delivery/Packaging Instructions state in the Goods-in Specification document (Attached to the Email). Early Dispatches/deliveries must be communicated via email.			
<b>Under &amp; Overs#</b>	We Accept 0% under/overs			