

#### Supplier Address

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

#### Delivery Address

Maryam Tukur  
One Green Bean  
The HKX Building  
3 Pancras Square  
London  
N1C 4AG  
United Kingdom

## Purchase Order

**Purchase Order No.** 60521-57770

**Date** 23/03/2023

**Delivery Date** 27/03/2023 \*\* NO FAIL \*\*

**Account Manager** Ellie Hood

**Telephone** +013-32210-00

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

Dear Nigel,

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
N9419	<b>Downswood A5 Eco Cotton Note Book.</b> Eco A5 Note Book with a 3Oz Recycled Cotton Cover. Ribbon & R-Pet Elastic Closure & Pen-Loop. 80 Lined Recycled 70Gsm Cream Paper Pages.  Colour: Natural Size: A5 Lead Time: 1-2 days	100	1.35	135.00
Origination	Origination	1	0.00	0.00
Carriage	Carriage	1	15.00	15.00
<b>Subtotal</b>				150.00
VAT 20%				30.00
<b>Total</b>				<b>180.00</b>

**Reference** Please note our PO number: "60521-57770", and quote it on your invoices.  
**Failure to do this could well result in delayed payment.**

**Orders#** Our Order Number must be stated on all invoices, otherwise payment will be delayed.

**Delivery#** 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.

**Under & Overs#** We Accept 0% under/overs