

**Supplier Address**Nigel Pearce  
Bagco Ltd  
Unit 3, Churchill Court  
Hortons Way  
Westerham  
TN16 1BT  
United Kingdom**Delivery Address**Sue Whittle  
Mark Allen Group  
Quadrant House  
The Quadrant  
Sutton  
Surrey  
SM2 5AS  
United Kingdom**Purchase Order No.** 26932-93743**Date** 12/06/2023**Delivery Date** 28/06/2023 \*\* NO FAIL \*\***Account Manager**

Kane Oram

**E-mail**

kaneoram@sourcing.co.uk

**PLEASE SUPPLY THE FOLLOWING GOODS AND SERVICES:**

Product No.	Product Description	Quantity	Unit Price	Subtotal
N9712	<b>Dover A5 Recycled Notebook</b> A5 notebook made from recycled (from plastic bottles) 600d R-pet fabric. C/W ribbon and black elastic closure and pen loop. 80 sheets of lined recycled 70gsm cream paper pages.  Dimensions: 21x14x1.5cm Weight: 250g  Colour: Navy Print Details: Transfer Print to the Front Cover Max Print Area: 15x8cm  Lead Time: Approximately 2-3 weeks from receipt of order and artwork approval.	300	£ 2.00	£ 600.00
Origination	Origination	1	£ 25.00	£ 25.00
Carriage	Carriage	1	£ 37.00	£ 37.00
<b>Subtotal</b>				£ 662.00
VAT 20%				£ 132.40
<b>Total</b>				£ 794.40

**Please note our PO number: "26932-93743", and quote it on your invoices.****Failure to do this could well result in delayed payment.****TST PURCHASE ORDER TERMS:** All deliveries are to be made using Delivery Notes supplied by The Sourcing Team. A signed copy of the delivery POD is required within 48 hours to [tstproduction@sourcing.co.uk](mailto:tstproduction@sourcing.co.uk)**UNDERS & OVERS:** We must be supplied with the exact order quantity specified. Overs will not be paid for unless agreed in writing by The Sourcing Team & Unders are not acceptable.**TERMS & CONDITIONS:** All orders are based on The Sourcing Team Terms & Conditions of Purchase please click [here](#).**FILE SAMPLES:** Where file samples are requested this does form part of the contract and payment may be withheld if requested samples are not supplied.**INVOICING:** Invoices to be sent to [accounts@sourcing.co.uk](mailto:accounts@sourcing.co.uk) only. All invoices must specify TST Order No. and TST Order Contact. Our Accounts Team work remotely, so please ensure all correspondence goes to [accounts@sourcing.co.uk](mailto:accounts@sourcing.co.uk) including end of month statement.**TIME IS OF THE ESSENCE:** Dates specified are critical and must be adhered to - time is of the essence on all orders.**PDF PROOF:** Please supply emailed PDF proof within 24 hours (unless otherwise stated) sent directly to the account manager for approval

VAT No: 676395092 Reg in England No: 3199616