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Supplier Address

Alice Plummer
Bagco Ltd
Unit 3, Churchill Court
Hortons Way
Westerham
TN16 1BT
United Kingdom

Delivery Address

Owen Seth
Newcastle University - Chaplaincy
Student Health & Well Being Services
Kings Gate
Newcastle
NE1 7RU
United Kingdom

Purchase Order

Purchase Order No. 35670-38816
Date 08/08/2023
Delivery Date 24/08/2023

Account Manager Amy Parker
E-mail Amy.parker@proad.co.uk

Dear Alice,

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
B9825	Seabrook Eco 5oz Recycled Cotton Tote. Bag - Navy Branding: Be Well in large derailed font – white Student Health and Wellbeing underneath in smaller derailed font – White ncl.ac.uk/wellbeing – underneath in same smaller derailed font – white Newcastle Logo in appropriate place Repeat : 35092	300	1.00	300.00
Origination	Origination	1	17.00	17.00
Carriage	Carriage to 1 UK mainland address	1	15.00	15.00
Subtotal				332.00
VAT 20%				66.40
Total				398.40



Bespoke Design
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Corporate Schemes



Express Solutions



Worldwide Sourcing



Corporate Clothing
Solutions



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We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
Reference	Please note our PO number: "35670-38816", and quote it on your invoices. Failure to do this could well result in delayed payment.			

Please could you acknowledge receipt of this order
A PDF proof is required prior to production
Please send all correspondence relating to this order to production@proad.co.uk
Unless otherwise agreed only exact order quantity will be accepted.
Please send a tracking number on despatch. Failure to do this may result in delays in payment.

If you have any questions please do not hesitate to contact me.

Kind Regards
Amy Parker



Bespoke Design
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Express Solutions



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