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#### Supplier Address

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

#### Delivery Address

Bailey Smith  
Purmo Group UK Ltd  
Eastern Avenue, TVTE  
Gateshead  
Tyne and Wear  
NE11 0PG  
United Kingdom

## Purchase Order

**Purchase Order No.** 36171-39978  
**Date** 04/01/2024  
**Delivery Date** 25/01/2024

**Account Manager** Sharron Evans  
**Telephone** +44-1670-719746  
**E-mail** Sharron@proad.co.uk

Dear Alice,

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

Product No.	Product Description	Quantity	Unit Price	Subtotal
N9711	<b>Dover A5 Eco Recycled Note Book.</b> Eco A5 Note Book Made From Recycled (From Plastic Bottles) 600D R-Pet Fabric. C & W Ribbon & Black Elastic Closure & Pen -Loop. 80 x Sheet of Lined Recycled 70Gsm Cream Paper Pages. Black/black Printed in white with Merriott logo and web address in Trebuchet MS	500	1.46	730.00
Origination	Origination	1	12.50	12.50
Carriage	Carriage to 1 UK mainland address	1	56.00	56.00
<b>Subtotal</b>				798.50
VAT 20%				159.70
<b>Total</b>				958.20



Bespoke Design  
Solutions



Corporate Schemes



Express Solutions



Worldwide Sourcing



Corporate Clothing  
Solutions



Purchase Order No. 36171-39978

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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: "36171-39978", 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](mailto: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  
Sharron Evans



Bespoke Design  
Solutions



Corporate Schemes



Express Solutions



Worldwide Sourcing



Corporate Clothing  
Solutions