

Purchase Order

Supplier Address

Melanie Lee
Bagco Ltd
Unit 3, Churchill Court
Hortons Way
Westerham
TN16 1BT
United Kingdom

Delivery Address

Elliot Sampson
The Branding Lab
Unit 8E Maybrook Business Park
Maybrook Road
Minworth
Sutton Coldfield
B76 1AL
United Kingdom

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Purchase Order No. 29494-43625**Date** 22/01/2024**Delivery date** 24/01/2024**Order
Administrator
E-mail**

Lizzie Goodwin

Lizzie@premierpandp.com

Dear Melanie,

We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Recycled Seabrook 5oz Recycled Cotton Tote	10	0.79	7.90
Plain Stock Natural Recycled Tote 5oz Bag with Long Handles Made From Recycled Cotton T-shirt Material. Fabric Used to Manufacture This Bag is 60% Recycled Blended with 40% Polyester R-pet Which is Recycled Fabric From Plastic Bottles for Extra Structure. Bulk packed and delivered Please send a PDF proof for approval ASAP.			
Box labels:			
Company: Aon Customer Reference: Melissa Nelson Product: Recycled Seabrook 5oz Recycled Cotton Tote Quantity: 10 Box 1 of (please amend accordingly) Premier Print and Promotions Ltd			
Carriage	1	11.00	11.00
Total			18.90

Our Reference Please note our PO number: "29494-43625", and quote it on your invoices.
Failure to do this could well result in delayed payment.

BEFORE DISPATCHING DIRECTLY TO OUR CUSTOMER:

Please contact me on or email Lizzie@premierpandp.com to advise:

- 1) Final Quantity - Please Note: If you are charging us for overs we must be told at the point of dispatch
- 2) How The Order Is Packed - i.e. how many boxes and/or pallets
- 3) Expected Delivery Date