

PURCHASE ORDER

Ordered By:

Graham Butler
Branding Focus Ltd.
The Stables Cottage
Pinewood Studios
Iver Heath, SL0 0NH
Phone: 01753 657 079

Delivery Details (to be sent under Plain Cover):

Company: Creative Laser Engraving
Contact: Carol Wedgebury
Address: Unit 55, Britannia Way
Britannia Enterprise Park
Lichfield
WS14 9UY

Please send all proofs and any order queries to Matt Richards, matt@brandingfocus.co.uk, 01753 657 078

Notebook - A5 - Kraft Engraved	Quantity	Branded Cost	Total Cost
N9211	1000	£ 1.10	£ 1,100.00
Eco notebook with tan coloured Kraft paper cover and FSC certified recycled paper.		Set Up	£ -
		Freight	£ 232.00
Branding: PLAIN STOCK		Adjustments	£ -
N9211 - Deliver to Creative Laser Engraving		Total	£ 1,332.00

Please Note: Products produced with this Logo MUST NOT be used for samples (damaged or complete) or in images of, unless explicitly authorised by Branding Focus Limited

Order Total	£ 1,332.00
VAT @ 20%	£ 266.40
Total	£ 1,598.40

Branding Focus Ltd | The Stables Cottage | Pinewood Studios | Iver Heath | SL0 0NH

Registered Address: 8 Rutland Lodge | Rutland Street | High Wycombe | HP11 2FS

Registered in England & Wales, Registration No. 09121588 - VAT Registration No. 191301044

1. Please enter this order in accordance with the agreed prices, delivery address and timelines stated above.
2. Please provide a digital proof or otherwise where stated prior to proceeding to full production.
3. Please notify immediately of any deadline, stock, production, artwork issues.
4. Despatch Confirmation required on ALL ORDERS, STATING any unders or overs, as well as tracking details.
5. Please send all invoices electronically to accounts@brandingfocus.co.uk quoting the PO number.
6. All invoices will be paid on EOM+30 days unless specifically agreed in advance.

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