

Purchase Order

Supplier Address

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

Delivery Address

Foysol Ahmed
45 Exeter Gardens
Ilford
London
IG1 3LB
United Kingdom

Purchase Order No.

31498-46785

Date

16/07/2024

Delivery date

31/07/2024

Order Administrator

E-mail

Bekah Cherry

Bekah@premierpandp.com

Dear Melanie,
We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Broadstairs' A5 Kraft Paper Notebook in White	250	2.05	512.50
Reprint 29503 Full colour digital print 1 position as per NHS Barts Health artwork White Eco A5 Note Book Made From Recycled Kraft Paper Cover with Elastic Closure, Elastic Pen-Loop & Ribbon in Various Colours. Recycled Paper with 100 x Sheet of 70Gsm Pages. Bulk packed and delivered.			

Please send a PDF proof for approval ASAP.

Box labels:

Company: Barts Health NHS Trust
Customer Reference: 41037413
Product: Broadstairs' A5 Kraft Paper Notebook in White
Quantity: 250
Box 1 of (please amend accordingly)
Premier Print and Promotions Ltd

Origniation	1	15.00	15.00
Carriage	1	38.00	38.00

Total

565.50

Our Reference

Please note our PO number: "31498-46785", 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 Bekah@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