

Purchase Order

Supplier Address

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

Delivery Address

SPLIT DELIVERY
United Kingdom

Purchase Order No. 32090-47805
Date 10/09/2024
Delivery date 18/09/2024

Order Administrator
E-mail Bryony Gildersleeves
bryony@premierpandp.com

Dear Melanie,
We would like to order the following:

| Product Description | Quantity | Unit price | Subtotal |
|---|----------|------------|----------|
| Broadstairs Eco A5 Kraft Paper Notebook - Dark Natural/Navy | 250 | 1.44 | 360.00 |
| Screen Printed 1 Colour (289c) as per Romans artwork Kraft notebook with Navy Strap. | | | |

Bulk packed and delivered to the below addresses:

QTY x 150:
FAO Rachel
Bristol Lettings
CC2019L ROMANS
21 Princes Victoria
Clifton
Bristol
BS8 4BX

QTY x 100
Spencer Osborne
Bates Office Services Ltd
Unit A1-A4, Knights Park Industrial Estate
Knight Road
Rochester
ME2 2LS

NO FAIL DELIVERY 18.09

Please send a PDF proof for approval ASAP.

Box labels:

Company: Romans
Product: A5 Notebooks
Quantity: (please amend accordingly)
Box 1 of (please amend accordingly)

| | | | |
|-------------|---|-------|-------|
| Origination | 1 | 25.00 | 25.00 |
| Carriage | 1 | 38.00 | 38.00 |
| Carriage | 1 | 6.00 | 6.00 |

We would like to order the following:

| Product Description | | Quantity | Unit price | Subtotal |
|---------------------|--|----------|--------------|----------|
| | | | Total | 429.00 |
| Our Reference | Please note our PO number: "32090-47805", 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 bryony@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