



Action
Promote

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Supplier Address

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

Delivery Address

Jazmin Pallo Potosi
Acturis
100 Hatton Garden
HOLBORN
London
EC1N 8NX
United Kingdom

Purchase Order

Purchase Order No	Order Date	Your Reference	Order Placed By	Delivery Deadline
14751-24493	12/09/2024		Jen Lester	02/10/2024

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
Broadstairs Eco A5	Broadway Kraft Notebook Product colour: Navy Branding requirements: Printed 1 colour 1 position (Exact Repeat)	100	1.88	188.00
			Subtotal	188.00
			VAT 20%	37.60
			Total	225.60

Reference

Please note our PO number: "14751-24493", and quote it on your invoices.

Delivery

Please note the delivery deadline. If this isnt possible confirm your earliest delivery date.

Invoice

Invoices for completed work must be received within the same calendar month as the delivery to ensure payment by the due date. Any invoices received the following month will need to be dated by month of receipt.