

# purchase order

supplier address: **Bagco**  
Unit 3  
Churchill Court  
Hortons Way  
Westerham  
Kent  
**TN16 1BT**

delivery address: **Heatons Group Ltd**  
Unit 9  
Plantation Road  
Bromborough  
Merseyside  
**CH62 3QG**

date: 19/09/2024  
required by:  
operator: Katelynd Russell  
operator contact no.: 0333 999 0000  
our reference: PORD10981458  
account code:  
your reference: Speedy Freight - Notebooks  
ticket ID:

**Please Confirm Due Date Via Email To**  
katelynd.russell@heatons.co.uk Quoting: PORD10981458.

CODE	DESCRIPTION	QTY	PACK	VAT	EACH	TOTAL
N9228RE/SPEF RE	Broadstairs Recycled Notebook - Red - Printed 1 Colour to Front <i>Red 485</i>	25	10	S	17.72	443.00
ACTION	**** Warehouse Action Required **** <i>PLEASE ENSURE THESE ARE PACKED IN 10'S WHEN THEY COME IN SO THE CUSTOMER CAN ORDER IN PACKS ACCORDI</i> <i>NGLY</i>	1	1	Z	0.00	0.00

**Total Goods:** 443.00  
**VAT:** 88.60  
**Total Inc. VAT:** 531.60