

# Purchase Order

**Supplier Address**

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

**Delivery Address**

Charlie Dolan  
Healthcare Financial Management Association  
(HFMA)  
HFMA House  
4 Broad Plain  
Bristol  
BS2 0JP  
United Kingdom

**Page**

1/1

**Purchase Order No.** 32719-48788**Date** 31/10/2024**Delivery date** 13/11/2024**Order****Administrator****E-mail**

Chloe Bolton

Chloe@premierpandp.com

Dear Melanie,

**We would like to order the following:**

Product Description	Quantity	Unit price	Subtotal
<b>Seabrook Eco 5oz Recycled Cotton Tote In Black</b>	100	1.40	140.00
Printed 2 colours (6141 C & PMS White C) to 1 side as per Regional Finance Academy artwork Bulk packed and delivered.			

Please send a PDF proof ASAP for approval.

Box Labels

Company: Healthcare Financial Management Association (HFMA)

Customer Reference: Charlie Dolan

Product: Seabrook Eco 5oz Recycled Cotton Tote In Black

Quantity: 100

Box 1 of (please amend accordingly)

Premier Print and Promotions LTD

Origniation

Carriage

1 50.00 50.00

1 11.00 11.00

**Total** 201.00**Our Reference****Please note our PO number: "32719-48788", 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 Chloe@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