



Action
Promote

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Supplier Address

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

Delivery Address

Haleemah Patel
King's College London
King's Business School
Room (N)1.06, Bush House
Strand Campus, 30 Aldwych
London
WC2B 4BG
United Kingdom

Purchase Order

Purchase Order No	Order Date	Your Reference	Order Placed By	Delivery Deadline
15003-25284	14/11/2024		Jen Lester	29/11/2024

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
B8891 - Sandgate 7oz	Quality Cotton Tote Bag Product colour: Black Branding requirements: Printed Full Colour 1 Position	100	3.11	311.00
			Subtotal	311.00
			VAT 20%	62.20
			Total	373.20

Reference

Please note our PO number: "15003-25284", and quote it on your invoices.

Delivery

Please note the delivery deadline. If this isn't 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.