

Purchase Order

Supplier Address

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

Delivery Address

Matt Day
AS PER ORDER
United Kingdom

Purchase Order No. 32946-49321
Date 27/11/2024
Delivery date 11/12/2024

Order Administrator Chloe Bolton
E-mail Chloe@premierpandp.com

Dear Melanie,
We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Sundridge Recycled A4 Conference Folder Black	50	7.50	375.00

Blind Embossing 1 Position as per Remet artwork
Unzipped A4 Folio made from recycled Reach compliant PU with recycled 190T R-Pet interior. Inside pocket, business card holder, elasticated r-pet pen loop & 20pp lined recycled paper pad. Each folder has a QR code with details of fabric and certification
Bulk packed and delivered to the below address:

FAO Matt Day
Remet UK Limited
44 Riverside
Sir Thomas Longley Road
Rochester
Kent
ME2 4DP

PRICE INCLUDES INSERTING PAD (BEING SENT FROM ADPADS)
You will receive 250 pads, please insert QTY x 50 into the folders and send the rest to the customer in bulk.

Please send a PDF proof ASAP for approval.

Box Labels

Company: Remet
Customer Reference: Matt Day
Product: Sunrridge Folders
Quantity: 50
Box 1 of (please amend accordingly)
Premier Print and Promotions LTD

Origniation	1	45.00	45.00
Origniation	1	20.00	20.00
Carriage	1	15.00	15.00

Total 455.00

We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Our Reference	Please note our PO number: "32946-49321", 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