



# Purchase Order

Bagco Ltd  
Bullhouse Mill  
Lee Lane  
Millhouse Green  
Sheffield  
South Yorkshire  
S36 9NN  
VAT Number:  
GB799797712

**Purchase Order Number**  
PO-5209

**Purchase Order Date**  
10 Dec 2024

**Delivery Date**  
16 Jan 2025

**Account Number**  
BAG001

**Reference**  
Restock - Totebags &  
Notebooks

**VAT Number**  
353552207

Project Agency Ltd T/A  
Project Merchandise  
161 Riverside Close  
London  
E5 9ST

Description	Quantity	Unit Price	VAT	Amount GBP
Hythe Recycled Tote Bag (10oz)				
Colour: Black Size: 42 x 38 x 10 cm Material: 60% recycled cotton, 40% recycled polyester (rPET) Branding: 1 colour print to 1 side Artwork: Vanguard PMS: 200C Lead Time: 2-3 weeks from proof approval	500.00	2.35	20%	1,175.00
Print	500.00	0.29	20%	145.00
Broadstairs A5 Kraft Paper Notebook				
Colour: Natural with Black Elastic Size: 21 x 14 x 1.5 cm Material: Kraft paper cover, recycled paper (70 gsm) Branding: 1 colour print to cover - centre Artwork: Vanguard PMS: 200C Lead Time: 2-3 weeks from proof approval	500.00	1.15	20%	575.00
Repeat of OC-0322				
Print	500.00	0.27	20%	135.00
Setup - Hythe	1.00	25.00	20%	25.00
Delivery - Hythe	1.00	51.00	20%	51.00
Setup - Broadstairs	1.00	15.00	20%	15.00

## Delivery Details

**Delivery Address**  
Vanguard Asset  
Management Ltd  
4th Floor,  
The Walbrook Building,  
25 Walbrook,  
London,  
EC4N 8AF

**Attention**  
FAO: Selina Evans  
  
**Telephone**

**Delivery Instructions**  
PLEASE DO NOT USE PLASTIC POLYBAGS

Description	Quantity	Unit Price	VAT	Amount GBP
Delivery - Broadstairs	1.00	69.00	20%	69.00
Subtotal				2,190.00
Total VAT 20%				438.00
<b>TOTAL GBP</b>				<b>2,628.00</b>

By accepting this order you agreed to our current standard terms and conditions for supply of goods and services, available on request.