

**Supplier Address**Bagco Ltd  
Unit 3  
Churchill Court  
Hortons Way  
Westerham  
TN16 1BT  
United Kingdom**Delivery Address**Charlie  
MDA Events  
5 Rothamsted Avenue  
Harpenden  
Hertfordshire  
AL5 2BY  
United Kingdom**Purchase Order**

Purchase Order No	Order Date	Your Reference	Order Placed By	Delivery Deadline
15189-25890	23/01/2025		Jen Lester	06/02/2025

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

Product No.	Product Description	Quantity	Unit Price	Subtotal
JU3001R - Dargate	<b>Classic Jute Tote Bag</b> Product colour: Red Branding requirements: Printed 1 Colour 2 Position	100	3.90	390.00
				<b>Subtotal</b> 390.00
				VAT 20% 78.00
				<b>Total</b> 468.00

**Delivery Terms**

Proforma

**Reference****Please note our PO number: "15189-25890", and quote it on your invoices.****Delivery****Please note the delivery deadline. If this isnt 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.**