

Purchase Order

Supplier Address

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

Delivery Address

Vanessa Harvey
Milbank LLP
100 Liverpool Street
London
EC2M 2AT
United Kingdom

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Purchase Order No. 33835-50632**Date** 03/03/2025**Delivery date** 17/03/2025**Order
Administrator
E-mail**

Chloe Bolton

Chloe@premierpandp.com

Dear Melanie,

We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Broadstairs Eco A5 Kraft Paper Notebook Black	100	1.46	146.00
REPEAT 31778			
Screen printed one colour (1945c) in one position			
Bulk packed and delivered			

Please send a PDF proof ASAP for approval.

Box Labels

Company: Milbank LLP

Customer Reference: Vanessa Harvey

Product: Broadstairs Notebooks

Quantity: 100

Box 1 of (please amend accordingly)

Premier Print and Promotions LTD

Origination

Carriage

1	25.00	25.00
1	19.00	19.00

Total 190.00**Our Reference**

**Please note our PO number: "33835-50632", 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