



**Action**  
Promote

63 Victoria Road  
Burgess Hill  
RH15 9LN

T: 01444 257744  
hello@actionpromote.co.uk  
actionpromote.co.uk

**Supplier Address**

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

**Delivery Address**

Action Promote  
63 Victoria Road  
Burgess Hill  
RH15 9LN  
United Kingdom

## Purchase Order

Purchase Order No	Order Date	Your Reference	Order Placed By	Delivery Deadline
16004-28214	29/07/2025		Jen Lester	15/08/2025

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

Product No.	Product Description	Quantity	Unit Price	Subtotal
B9151 Aylesham 8oz shopper	Quality Gusset Cotton Tote Product colour: Natural PLAIN STOCK	100	1.63	163.00
			<b>Subtotal</b>	163.00
			VAT 20%	32.60
			<b>Total</b>	195.60

**Reference**

Please note our PO number: "16004-28214", 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.