

**Supplier Address**Bagco Ltd  
Unit 3  
Churchill Court  
Hortons Way  
Westerham  
TN16 1BT  
United Kingdom**Delivery Address**Jazmin Pallo Potosi  
Acturis  
100 Hatton Garden  
HOLBORN  
London  
EC1N 8NX  
United Kingdom**Purchase Order**

Purchase Order No	Order Date	Your Reference	Order Placed By	Delivery Deadline
16057-28406	14/08/2025		Jen Lester	29/08/2025

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

Product No.	Product Description	Quantity	Unit Price	Subtotal
Broadstairs Eco A5	<b>Broadway Kraft Notebook</b> Product colour: Navy Branding requirements: Digital Print (Exact repeat) Repeat: PO 14751	100	1.91	191.00
				<b>Subtotal</b> 191.00
				VAT 20% 38.20
				<b>Total</b> 229.20

**Reference**

Please note our PO number: "16057-28406", 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.