



**Action**  
Promote

63 Victoria Road  
Burgess Hill  
RH15 9LN

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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
16153-28658	03/09/2025		Jen Lester	18/12/2025

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

Product No.	Product Description	Quantity	Unit Price	Subtotal
B9041 - Cranbrook	<b>Premium Gusset Cotton Tote Bag</b> Product colour: Natural Branding requirements: Printed 1 Colour 1 side (Repeat) Repeat 14834	2000	2.263	4,526.00
				<b>Subtotal</b> 4,526.00
				VAT 20% 905.20
				<b>Total</b> 5,431.20

**Reference**

Please note our PO number: "16153-28658", and quote it on your invoices.

**Delivery**

Please note the delivery deadline. If this isn't 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.