

Purchase Order

Supplier Address

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

Delivery Address

Kelly Hall
SailPoint UK
15th Floor East
Salesforce Tower
110 Bishopsgate
London
EC2N 4AY
United Kingdom

Page

1/1

Purchase Order No. 36126-54521

Date 30/09/2025

Delivery date 14/10/2025

Order Administrator
E-mail

Chloe Bolton

Chloe@premierpandp.com

Dear Melanie,

We would like to order the following:

Product Description	Quantity	Unit price	Subtotal
Downswood A5 Eco Recycled Cotton Notebook Blue Navy	100	1.56	156.00

1 colour print (white) as per Sailpoint artwork.

Eco A5 Note Book with a 3Oz Recycled Cotton Cover. Ribbon & R-Pet Elastic Closure & Pen-Loop. 80 Lined Recycled 70Gsm Cream Paper Pages. Bulk packed and delivered.

Please send a PDF proof for approval ASAP.

Box labels:

Company: SailPoint UK

FAO: Kelly Hall

Product: Notebooks

Quantity: 100

Box 1 of (please amend accordingly)

Premier Print and Promotions Ltd

Origination

Carriage

1	25.00	25.00
1	17.00	17.00

Total 198.00

Our Reference

**Please note our PO number: "36126-54521", 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