

# Purchase Order

**Supplier Address**

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

**Delivery Address**

Chloe Souffir  
Vertice  
338 Euston Road  
London  
NW1 3BT  
United Kingdom

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**Purchase Order No.** 36426-54891**Date** 16/10/2025**Delivery date** 27/10/2025**Order Administrator**

Georgia Whiteman

**E-mail**

georgia@premierpandp.com

Dear Melanie,

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

Product Description	Quantity	Unit price	Subtotal
<b>Sandgate 7oz Cotton Tote Bag Black - Transfer</b>	50	4.91	245.50

Repeat 35380

Transfer (large) print to both sides as per Vertice artwork

Tote Shopper made from quality 7oz (200gsm) cotton canvas with long handles.

Bulk packed and delivered to 1 UK address

Please send a PDF proof ASAP for approval.

Box Labels

Company: Vertice

Customer Reference: Chloe Souffir

Product: Bags

Quantity: 50

Box 1 of (please amend accordingly)

Premier Print and Promotions Ltd

Origniation

1

25.00

25.00

Carriage

1

12.00

12.00

**Total**

282.50

**Our Reference****Please note our PO number: "36426-54891", 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 georgia@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