

Purchase Order

Supplier Address

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

Delivery Address

Emily Tomkinson
Pickerings Hire
Ashby Road
Measham
Swadlincote
Derbyshire
DE12 7JW
United Kingdom

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Purchase Order No. 36593-55150**Date** 30/10/2025**Delivery date** 14/11/2025**Order
Administrator
E-mail**

Bekah Cherry

Bekah@premierpandp.com

Dear Melanie,

We would like to order the following:

| Product Description | Quantity | Unit price | Subtotal |
|---|----------|------------|----------|
| Sundridge Eco Recycled A4 Zipfolio In Black. | 25 | 11.65 | 291.25 |

Digital full colour to 1 position as per Pickerings artwork.
Zipped A4 Folio made from recycled Reach compliant PU c/w recycled 190T R-Pet interior. Inside pocket, mesh cargo pocket, business card holder, elasticated r-pet pen loop & 30pp lined recycled paper pad. Each Folder has a QR code with details of fabric and certification.
Bulk packed and delivered.

Please send a PDF proof for approval ASAP.

Box labels:

Company: Pickerings Hire
Customer Reference: Emily Tomkinson
Product: Sundridge Eco Recycled A4 Zipfolio In Black.
Quantity: 25
Box 1 of (please amend accordingly)
Premier Print and Promotions Ltd

| | | | |
|-------------|---|-------|-------|
| Origination | 1 | 25.00 | 25.00 |
| Carriage | 1 | 11.00 | 11.00 |

Total 327.25**Our Reference**

**Please note our PO number: "36593-55150", 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 Bekah@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