



63 Victoria Road
Burgess Hill
RH15 9LN

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hello@actionpromote.co.uk
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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
16833-30752	02/03/2026		Jen Lester	20/03/2026

We would like to order the following:

Product No.	Product Description	Quantity	Unit Price	Subtotal
B8889 - Groombridge 10oz	Premium Cotton Tote Bag Product colour: White Branding requirements: Printed 1 Colour 1 Position	60	3.82	229.20
			Subtotal	229.20
			VAT 20%	45.84
			Total	275.04

Reference

Please note our PO number: "16833-30752", 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.