

# Purchase Order

## Supplier Address

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

## Delivery Address

Production Team  
Premier Print & Promotions  
Colte House  
Threshelfords, Business Park  
Inworth Road  
Feering  
CO5 9SE  
United Kingdom

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**Purchase Order No.** 38810-58851

**Date** 02/06/2026

**Delivery date** 15/06/2026

## Order

**Administrator**

**E-mail**

Chloe Bolton

Chloe@premierpandp.com

Dear Melanie,

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

Product Description	Quantity	Unit price	Subtotal
<b>Sandgate Recycled 7oz Cotton Tote Bag Black - Transfer</b>	100	4.67	467.00

Reprint 37486 but recycled  
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

Please send a PDF proof for approval ASAP.

Box labels:

Company: Vertice  
Customer Reference: Chloe Souffir  
Product: Bags  
Quantity: 100  
Box 1 of (please amend accordingly)  
Premier Print and Promotions Ltd

Origination	1	25.00	25.00
Carriage	1	13.00	13.00

**Total** 505.00

**Our Reference** Please note our PO number: "38810-58851", 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