



Leila Nightingale  
Bagco Limited  
Unit 3, Churchill Court  
Hortons Way  
Westerham  
Kent  
TN16 1BT

Date: 10 May 2018  
Required by: 31 May 2018  
Job Title Brewood CE Middle School

**Please Supply**

Purchase Order No. 63343

Product Ref:	Product Description	Colours	Qty	Unit Price	Cost
B1324	Dartford A4 Calcufolder	1	120	6.72	806.40

Setup

Zipped budget imitation A4 folder made from lightly grained REACH compliant PVC.C/w USB holder, 8 digit dual powered calculator & 20 page recycled paper notepad. Supplied personalised exactly as before under our order ref 62452 PLEASE SEND PROOF

Carriage 33.00

Total £ 839.40

**Delivery Address:**

Sarah Sadler  
Brewood CE Middle School  
School Road  
Brewood  
Staffordshire ST19 9DS

**Important Note**

There must be no mention of your company details on goods despatched. They must be packed in plain wrappers or cartons and **the attached Delivery Note must be used**. Please complete the quantity despatched in the relevant box, the despatch date and the number of parcels. Photocopies of the delivery note may be used as required. Please send proof and anticipated delivery date assuming

Ordered by:



Claire Appleton  
Insignia Ltd



Sarah Sadler  
Brewood CE Middle School  
School Road  
Brewood  
Staffordshire  
ST19 9DS

## DELIVERY NOTE

*Please receive:*

Delivery Note Reference M3825

ORDER NO.	OUR REF NO	DESPATCH DATE	QUANTITY	No. PARCELS	CARRIER
Sarah Sadler	63343				

PRODUCT	JOB TITLE
<p>Dartford A4 Calcufolder</p> <p>Zippered budget imitation A4 folder made from lightly grained REACH compliant PVC.</p> <p>C/w USB holder, 8 digit dual powered calculator &amp; 20 page recycled paper notepad.</p> <p>Supplied personalised exactly as before under our order ref 62452</p>	<p>Brewood CE Middle School</p>