



BAGCO LIMITED  
Unit 3, Churchill Court  
Hortons Way  
Westerham  
Kent  
TN16 1BT  
United Kingdom

Date: 27 May 2021

Date Required By:

Purchase Order No: 6000051 / PO36250

Job title: Pembury Folders

Product Ref	Product Description	Colours	Qty	Unit Price	Cost
IN58246	Pembury A4 Zipped Conference Folder in black. Printed in 1 position with 1 colour. Size: 35 x 27 x 2.5cm Artwork as previous folders.	1 Gold	150	7.00	1,050.00

As per previous artwork on order IN64290. As per quote 196408.

**PLEASE SEND PROOF AND ORDER  
ACKNOWLEDGEMENT FOR THIS ORDER**

Setup 15.00

Carriage 51.00

Total 1116.00

#### Delivery Address

Sarah Sadler  
Brewood CE Middle Academy  
School Road  
Brewood  
Staffordshire  
ST19 9DS  
Tel: - 01902 850266

#### 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 the proof is approved within 24 hour

*Ordered by:*

Nikki Reeve  
Insignia Ltd

Address: Insignia Ltd, 31 Arterberry Road, London SW20 8AG

Tel: 0345 200 4049 Email: [info@insigniauk.com](mailto:info@insigniauk.com)

[www.insigniauk.com](http://www.insigniauk.com)



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

Contact Tel No: 01902 850266

## DELIVERY NOTE

Our Ref	Despatch Date	Delivery Ref	Carrier	No Parcels	Job Title	Customer Order No
PO36250		M102673			Pembury Folders	Sarah Sadler

*Please receive:*

Qty	Product Details
150	Ref No:- IN58246. Description:- Pembury A4 Zipped Conference Folder in black. Printed in 1 position with 1 colour. Size: 35 x 27 x 2.5cm.

**Address:** Insignia Ltd, 31 Arterberry Road, London SW20 8AG

**Tel:** 0345 200 4049 **Email:** [info@insigniauk.com](mailto:info@insigniauk.com)

[www.insigniauk.com](http://www.insigniauk.com)