

PURCHASE ORDER

PO# DATE:

29295

Units 5 & 6 The Orbital Centre Cockerell Close Gunnels Wood Road Stevenage, SG1 2NB Phone: +44 (0)143 874 4361 EORI # GB625911344000

SUPPLIER
ROBERT TODD & SON LTD
WOODLANDS GRANARIES NARROW LANE WYMESWOLD LE12 6SD LOUGHBOROUGH

01509 788960

Phone: Fax:

Attn: Goods In Department BRORA Units 5 & 6 The Orbital Centre Cockerell Close Gunnels Wood Road Stevenage SG1 2NB

production@brora.co.uk

TIEM# COL# DESCRIPTION COLOUR DESC S.10 1.2-14 16-18 S.12-14 16-18 S.12-14	REQUESTED BY		SHIP VIA (AIR/ SEA/ ROAD) INCOTERMS			DELIVERY					PAYMENT TERMS			SUPPLIER CODE		PO#
STEAM COLUM DESCRIPTION COLOUR DESC 8-10 12-14 16-18 14-14 13-4 13	LAURENCE BALLAND		DDP			16/08/2023					30 DAYS				SUTTLE	29295
STEAM COLUM DESCRIPTION COLOUR DESC 8-10 12-14 16-18 14-14 13-4 13													1			
SU2307 KF8311 MERINO LAMBSWOOL FAIR ISLE YOKE JUMPER CHARCOAL 134 134 32 32 300 40.50 12,150.00	ITEM#	COL#		DESCRIPTION		COLOUR DESC	8-10	12-14	16-18	SIZES	<u> </u>	<u> </u>	<u> </u>	TOTAL	UNIT PRICE	TOTAL
SL\$2304 KF8319 MERINO LAMBSWOOL FAIR ISLE TANK DARK NAVY 90 105 12 14 16 18 SL\$325 KF8315 WOOL FAIR ISLE TANK NIMBUS 36 62 64 32 194 27.00 5,238.00 55.8325 KF8316 WOOL FAIR ISLE TANK MOSS 28 52 50 24 154 27.00 4,158.00 4,158.00 154 27.00 15,238.00 154 27.00 15,238.00 154 27.00 15,238.00 155 154 27.00 15,238.00 155 154 27.00 15,238.00 155 154 27.00 15,238.00 155 154 27.00 15,238.00 155 154 27.00 15,238.00 155 154 27.00 15,238.00 155 154 27.00 15,238.00 155 154 27.00 15,238.00 155 154 27.00 15,238.00 155 155 155 155 155 155 155 155 155 1			MERINO LAI	MBSWOOL FAIR ISLE YOKE J	UMPER											12,150.00
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TOTAL 8/3 CURRENCY £																
TOTAL SAZ CURRENCY £																
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TOTAL

27,318.00

Late Delivery Charges

- On time delivery is critical to any business and late shipments will be subjected to:

 Alf freight at supplier's expense

 reduction in cost price 5% of CP per week of delays

 penalty based on the loss of profits suffered by Brora as a result of late or short deliveries

Other Comments or Special Instructions

Orders should be confirmed by email within one week of receipt confirming that the details of the order are correct and that delivery can be achieved. (If more than 1 week is required for confirmation our production team must be advised so within the week of receipt). Please ensure you contact the merchandising department in Brora's warehouse 48 hours prior to delivery. Any foreseen delays to the scheduled delivery date must be expressed to LAURENCE BALLAND immediately. All deliveries must be accompanied by a packing note. Goods cannot be accepted without the appropriate documentation. All labelling and packaging must be carried out as outlined in the Supplier Manual or as specified otherwise.

If you have any questions about this purchase order, please contact production@brora.co.uk

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HOW TO DELIVER TO BRORA WAREHOUSE - BOOKING IN PROCEDURE

Orders should be confirmed by email within one week of receipt confirming that the details of the order are correct and that delivery can be achieved. (If more than 1 week is required for confirmation our production team must be advised so within the week of receipt).

Packing lists should be e-mailed to production@brora.co.uk prior to despatch

All deliveries must be booked in by contacting our Merchandising Department on production@brora.co.uk for a pre-arranged time. Deliveries are accepted between 8.30am-3.30pm Monday to Friday.

For deliveries of more than 1 pallet a minimum of 48 hours notice is required. All other deliveries (of 1 pallet and under) require a minimum of 24 hours notice.

PLEASE NOTE - IF YOU DO NOT DELIVER IN THE PRE-ARRANGED TIME SLOT, YOUR DELIVERY MAY BE REFUSED FAILURE TO FOLLOW CORRECT DELIVERY PROCEDURES WILL OCCUR A £25 PENALTY

How to book your delivery in

When contacting the Merchandising Department please have the following information ready (available on the PO):

- 1. Purchase Order Number
- 2. The amount of stock in boxes/pallets
- 3. Style codes of the product you are delivering

Delivery Address

Attn: Goods In Department BRORA Units 5 & 6 The Orbital Centre Cockerell Close Gunnels Wood Road Stevenage, SG1 2NB Phone: +44 (0)1438 744351

Details that MUST be included with each delivery

- 1. The Brora Purchase Order Number
- 2. Supplier details
- 3. Packing List (by style and by carton) adhered to the outside of Box 1.
- 4. Each item must be labelled and barcoded by the supplier prior to shipping.

(Barcodes and labels will be provided by Brora).

All stock received will be stacked in the warehouse and therefore all outer packaging must be suitable.

If deliveries do not meet the requirements stated above, any additional time and resource required to handle the delivery, will be recharged accordingly.

Please contact production@brora.co.uk for any queries