

# brand addition

creative merchandise solutions

Registered Office: Brand Addition Limited  
Broadway  
Trafford Wharf Road  
Manchester M17 1DD - United Kingdom  
Registered Number: 2083209  
WEEE Registration Number WEE/FK0220XS/PRO  
Vat Registration Number: GB125425534

Purchase Order 4853900 Page 1 of 2

Order Date: 27-Aug-2019  
Issued By: Manchester - Freya's Team  
Shipping from: United Kingdom  
Reach Destination By: 27-Aug-2019  
Account Rep. Sam Taylor  
Administrator: Mel Higson  
Telephone: +44 (0) 161 786 0363  
Email: Melanie.Higson@brandaddition.com  
Full PO Ref: 6954295L8/4853900

## Supplier Address

Ref. 4915

## Shipping Address

Bagco Limited (Booth Bros) SEE PURCHASING  
Unit 3  
Churchill Court  
Hortons Way  
WESTERHAM  
TN16 1BT  
United Kingdom  
  
Tel: 01959 560 500

Jane Watters  
BT  
pp Floor 3 PP5  
Antares Building  
Adastral Park  
Martlesham Heath  
Ipswich, Suffolk  
IP5 3RE  
United Kingdom

Quantity	Item #	Description	Unit Cost	Cost
350	BAGCO	Rainham Tote Bag	0.7800	273.00
1	Carriage	Carriage	11.0000	11.00
1	Set	Set Up Charge	25.0000	25.00
			<b>Total:</b>	<b>GBP 309.00</b>

Quote Ref 167091

Product: B8519

### Rainham Tote Bag - White

To be printed to one side in one colour BT Medium Purple with the New BT Logo

Delivery to be achieved on Friday 29th August 2019 - NO FAIL  
As agreed with Natasha Cooper

*If there are any problems with this order or the above delivery date please contact Melanie Higson on 0161 786 0363*

**TO ENSURE PROMPT PAYMENT, PLEASE ENSURE ALL INVOICES ARE E-MAILED TO**

**[PAYMENTS@BRANDADDITION.COM] All invoices must be received within 2 days of delivery and must agree to this order.**

1. The Brand Addition Purchase Order number must be clearly displayed on the outer packaging of all goods.
2. If you have any queries regarding this purchase order, please contact us without delay on the telephone number shown above.
3. All deliveries of 1 pallet or more must be pre-booked; Parcel numbers in excess of 20 will constitute a pallet. Deliveries below 20 cartons do not need to be pre-booked. All consignments must have a delivery note attached. Each carton be clearly marked up with a PO Number and unit of measure.
4. To book a delivery in for pallet/ pallets please e-mail goodsin@brandaddition.com
5. A handling fee of £100.00 per pallet or for every 20 parcels if not palletised, will be levied on deliveries which are not pre-booked.
6. Where repacking is required due to inadequate, unsuitable or damaged packaging we will charge £30.00 per hour per person labour, plus materials.

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7. Any variation (either over or under) from the quantities on this order form will be accepted or rejected by us in accordance with our Standard Terms and Conditions of Purchase.
8. We shall be entitled to reject any Goods delivered which are not in accordance with this order, including (without limitation) by reason of quality, or being unfit for the purpose for which they are required.
9. This order and its subject matter are confidential and shall not be disclosed or used for any purpose except that authorised by us in writing.
10. The price of the Goods shall be as stated in this order and no variation shall be accepted unless notified in writing and accepted in writing by the Company. Unless otherwise stated the price includes all charges for packaging, packing, shipping, carriage, insurance and delivery of the Goods and all other set-up, origination and miscellaneous charges.
11. Unless expressly agreed in writing to the contrary, payment will be made within 60 days of the invoice date.
12. It is your responsibility to ensure that the Goods are fully compliant with all applicable legislation. Without limiting the following: (a) we have the right, at any time, to request the full Technical File associated with the Goods; and (b) all electrical/electronic products or toys or items of personnel protective equipment must be CE marked indelibly and at least 5mm in height. Where the size of the product is restrictive the marking may be on the packaging or instruction label. Electrical/electronic products must also contain the wheelie bin symbol. Failure to meet this requirement will result in rejection of your order.

**This order form is governed by our Standard Terms and Conditions of Purchase and Data Addendum, found at [www.brandaddition.com/supplier-tc](http://www.brandaddition.com/supplier-tc) or available on request.**

Authorised by: (1) ..... (2) .....

Any order in excess of £5,000 requires two signatures.