

**Purchase Order No:**  
**77938-BAG-12CF**



**Vendor:**

Bagco Limited  
Bullhouse Mill  
Lee Lane  
Penistone  
Sheffield  
S36 9nn

Tel: 01959 560 500  
Fax:

**Delivery Address:**

PLAIN COVER:  
Matthew Thomas  
The University of  
Manchester  
The GM Cyber Foundry  
2.72 Kilburn Building  
Oxford Road  
Manchester  
M13 9PL

**PLEASE CONFIRM BY EMAIL WHEN  
ORDER IS DESPATCHED  
INCLUDING LIST OF GOODS  
DESPATCHED - EMAIL TO:  
charlotte@creativeemporium.co.uk**

Delivery Date: 30/10/19

Qty	Product Code	Description	Unit Cost	Total Cost
300	B8807	Leybourne' 5oz Cotton Tote Bag in White printed 1 colour to 2 sides Environmentally Eco friendly 5oz (140gsm) Cotton Shopper Tote bag with long handles. Product Dimensions - 42x38cm Lead time 7 working days from order and artwork approval	£1.10	£330.00
1		Origination	£50.00	£50.00
1		Carriage to 1 UK mainland address	£11.00	£11.00
<b>If sending branded goods, please send an extra copy for our sample file to:Charlotte Hooper, Creative Emporium, 4 Whitehall Cross, Leeds,</b>			<b>Subtotal</b>	<b>£391.00</b>
			<b>VAT @ 20%</b>	<b>£78.20</b>
			<b>Total</b>	<b>£469.20</b>

OUR DETAILS: -----

4 Whitehall Cross  
Leeds // LS12 5XE

t // 08707 500057  
f // 08707 500058

e // info@creativeemporium.co.uk  
w // creativeemporium.co.uk

a  Company

**Please include our order number in all email correspondence**

**For anything order related please contact: [charlotte@creativeemporium.co.uk](mailto:charlotte@creativeemporium.co.uk)**

**Please send artwork proofs to: [kris@creativeemporium.co.uk](mailto:kris@creativeemporium.co.uk)**

For branded items we will always require a visual proof and/or a pre-production sample to approve in writing by our team before production commences. Failure to comply may result in non-payment or cancellation of order. Please advise us of any additional or increased costs and we will revise the Purchase Order where appropriate. Invoices for different items or with charges greater than issued Purchase Order will NOT be approved. If there are any shortages of stock for this order, or if you need any further information in order to meet the delivery date please contact the person who has placed this order at the email address above or on 0870 300 1426.

**Many thanks,**

**Charlotte Hooper 1**

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w // [creativeemporium.co.uk](http://creativeemporium.co.uk)

a  Company

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