



4imprint Direct Ltd  
5 Ball Green  
Cobra Court  
Manchester  
M32 0QT  
United Kingdom

**Supplier Address**

Bagco Limited (Booth Bros)  
Unit 3  
Churchill Court  
WESTERHAM, Kent TN16 1BT  
Fax: 01959563034  
Tel: 01959560500

**Shipping Address**

Ms April Lindsay  
Room 45. Work & Wellbeing  
Rushbank  
Newstead  
Melrose  
Borders TD6 9DA  
United Kingdom  
Tel: 01896 824 502  
Ref:

**Purchase Order Number:** 2330115L2/DM-1150959

**Order Date:** 17 January 2020

**Vendor ID:** DM4915

**Questions Call:** Una Ward

**Phone:** 0161 375 1514

**Fax:**

**Email:** uward@4imprint.com

| Item Dartford Zipped A4 Conference Folder |               |                                      | Colours (base,trim): Black, Black |        |
|-------------------------------------------|---------------|--------------------------------------|-----------------------------------|--------|
| Quantity                                  | Item #        | Description                          | Unit £                            | Cost £ |
| 150                                       | B1322         | Dartford Zipped A4 Conference Folder | 4.5000                            | 675.00 |
| 1                                         | Set-Up Charge | Screen Charge                        | 25.0000                           | 25.00  |
|                                           |               |                                      |                                   | 700.00 |

Must Ship By

23 January 2020

If order received by

23 January 2020

Per agreement with

n/a

Carrier, service

See below

Supplier Instructions

Artwork Instructions

Product Colour (Base, Trim): Black, Black

Branding Location: Front

Branding Colours: Standard Silver Pantone 877

**Shipment Details**

| Ship to          | Quantity | Must Ship       | Carrier, service     | Reach Destination By |
|------------------|----------|-----------------|----------------------|----------------------|
| Address As Above | 150      | 23 January 2020 | DPD Standard Service | 04 February 2020     |



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- 1) If you have any queries regarding this purchase order, please contact us without delay on the telephone number shown above.
- 2) We cannot accept any variation over or under from the quantities on this order.
- 3) On despatch of the Goods we require a detailed invoice **within 2 working days**.
- 4) This order and its subject matter are **confidential** and shall not be disclosed or used for any purpose except that authorised by the Company in writing.
- 5) 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.
- 6) The Company 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.
- 7) Unless expressly agreed in writing to the contrary, payment will be made 30 days after the later of the delivery date or the invoice date.
- 8) We, or our representative, reserve the right to all reasonable access, to verify work at your premises pertaining to our purchase order.
- 9) Terms & Conditions can be found on the 4imprint homepage in the "Legal Information" section.