



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 Rosanna Stewart  
Product Manager  
Ossila  
Solpro Business Park  
Windsor Street  
Sheffield  
South Yorkshire S4 7WB  
United Kingdom  
Tel: 0114 2999 180  
Email: R.Stewart@ossila.com  
Ref: PO-201027-02

**Purchase Order Number:** 2372023L1/DM-1182165  
**Order Date:** 27 October 2020  
**Vendor ID:** DM4915

**Questions Call:** Sean Lee  
**Phone:** 0161 850 3462  
**Fax:**  
**Email:** slee@4imprint.com

Item		Dartford A5 Conference Folder - Full Colour		Colours	(base,trim): Black, Black	
Quantity	Item #	Description			Unit £	Cost £
200	B1328	Dartford A5 Conference Folder - Full Colour			3.0300	606.00
1	Set-Up Charge	Repeat Screen Charge			15.0000	15.00
1	Managers Discount	Managers Discount			0.0000	0.00
						621.00

Must Ship By

n/a

If order received by

n/a

Per agreement with

n/a

Carrier, service

See below

Supplier Instructions

Action Required - BagCo Order Artwork Approval Request - Order ID: 277840

Artwork Instructions

Product Colour (Base, Trim): Black, Black

Branding Location: Front

Branding Colours: CMYK Full Colour Process

Special Instructions :lead-time is approx. 2 weeks from proof approvalREPEAT ORDER

Print Name ossila

Additional Notes:



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Art On File: Please refer to our previous order 2291661-1  
Date: 12/09/2019

Art On File: Please refer to our previous order 2316525-1  
Date: 18/11/2019

Art On File: Please refer to our previous order 2330753-1  
Date: 20/01/2020

Art On File: Please refer to our previous order 2352347-1  
Date: 04/06/2020

Art On File: Please refer to our previous order 2361413-1  
Date: 19/08/2020

#### Shipment Details

Ship to	Quantity	Must Ship	Carrier, service	Reach Destination By
Address As Above	200	n/a	DPD Standard Service	10 November 2020

- 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.