



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**

Samantha Packer  
Torwood House School  
Torwood House School  
Bristol  
Bristol BS6 6XE  
United Kingdom  
Tel: +447810735620  
Ref:

**Purchase Order Number:** 2375386L1/DM-1184941

**Order Date:** 14 November 2020

**Vendor ID:** DM4915

**Questions Call:** Dawn Lees

**Phone:** 0161 850 3467

**Fax:**

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

Item Newchurch Recycled Cotton Tote - Full Colour Colours (base,trim): Grey, Grey				
Quantity	Item #	Description	Unit £	Cost £
100	B9807 full colour	Newchurch Recycled Cotton Tote - Full Colour	1.7300	173.00
1	Set-Up Charge	Screen Charge	25.0000	25.00
				198.00

Must Ship By	If order received by	Per agreement with	Carrier, service
n/a	n/a	n/a	See below

**Supplier Instructions**

Is artwork ok to use please?  
will the tree print ok?  
They want as the word doc

Also when this goes to your art dept, would it be possible to have Torwood House School and Nursery in a larger font.  
Would it be possible to place an outline in white around the edge.

Please proof

**Artwork Instructions**

Product Colour (Base, Trim): Grey, Grey  
Branding Location: One Side  
Branding Colours: CMYK Full Colour Process

**Shipment Details**

Ship to	Quantity	Must Ship	Carrier, service	Reach Destination By
Address As Above	100	n/a	STANDARD Service	27 November 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.