



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 Sam Robson  
City of London Old Girls' Association  
City of London School for Girl  
St. Giles' Terrace  
Barbican  
London EC2Y 8BB  
United Kingdom  
Tel: 020 7847 5549  
Email: marketing@cls.org.uk  
Ref:

**Purchase Order Number:** 2410289L1/DM-1209197

**Order Date:** 09 June 2021

**Vendor ID:** DM4915

**Questions Call:** Sharron Parish

**Phone:** 0161 850 3468

**Fax:**

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

Item		Leybourne Cotton Tote Bag - Natural			Colours (base,trim): Natural, Natural	
Quantity	Item #	Description	Unit £	Cost £		
500	B8809	Leybourne Cotton Tote Bag - Natural	0.5500	275.00		
1	Set-Up Charge	Screen Charge	15.0000	15.00		
				290.00		

Must Ship By

11 June 2021

If order received by

11 June 2021

Per agreement with

n/a

Carrier, service

See below

Supplier Instructions

Artwork Instructions

Product Colour (Base, Trim): Natural, Natural

Branding Location: One Side

Branding Colours: Pantone Warm Red C

Special Instructions :printed 1 color to 1 side

Print Name

City of London  
School for Girl

**Shipment Details**

Ship to	Quantity	Must Ship	Carrier, service	Reach Destination By
Address As Above	500	11 June 2021	DPD Standard Service	22 June 2021



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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.