



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 Nancy Burley  
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: burleyn@cls.org.uk  
Ref: 970477

**Purchase Order Number:** 2479850L/DM-1266384

**Order Date:** 12 May 2022

**Vendor ID:** DM4915

**Questions Call:** Lauren Chester

**Phone:** 0161 850 3459

**Fax:**

**Email:** lauren.chester@4imprint.com

Item		Colours (base,trim): Natural, Natural		
Quantity	Item #	Description	Unit £	Cost £
250	B8809	Leybourne Cotton Tote Bag - Natural	0.6500	162.50
1	Set-Up Charge	Repeat Screen Charge	17.0000	17.00
1	Set-Up Charge	Screen Charge	25.0000	25.00
				204.50

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

**Supplier Instructions**

repeat of 283209

please proof

**Artwork Instructions**

Product Colour (Base, Trim): Natural, Natural

Branding Location: One Side

Branding Colours: Pantone Warm Red C

**Shipment Details**

Ship to	Quantity	Must Ship	Carrier, service	Reach Destination By
Address As Above	250	n/a	DPD Standard Service	27 May 2022



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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.