

PURCHASE ORDER



PURCHASE ORDER NO. 103496  
DATE 23/03/2023  
DELIVERY DATE 10/04/2023  
ORDERED BY Hannah Ball

Supplier:  
**Bagco Ltd**  
**Bullhouse Mill**  
**Sheffield**  
**South Yorkshire**  
**S36 9NN**

Delivery Address:  
**University of**  
**Winchester,**  
**Development and**  
**Alumni Office**  
**Alice Parker**  
**Sparkford Road**  
**Winchester**  
**SO22 4NR**

Qty	Product Code	Description	Unit Price	Sub Total
100	GEN-BAG-ITM	Canterbury Eco 5oz Recycled Cotton Tote Shopper - Natural Print method - Screen Print 1 colour Print area - 22.5cm x 26cm Lead time - Approx 12 working days from order and artwork approval to 1 UK mainland address	£0.99	£99.00
1	GEN-ORIG-SETUP	Origination & Setup	£25.00	£25.00
1	GEN-CARRIAGE	Carriage to 1 UK mainland address	£10.00	£10.00
SUB TOTAL				£134.00
VAT				£26.80
GROSS TOTAL				£160.80

Please include our order number in all email correspondence  
For anything order related please contact: [hannahb@infinityinc.co.uk](mailto:hannahb@infinityinc.co.uk)  
Please send artwork proofs to: [hannahb@infinityinc.co.uk](mailto:hannahb@infinityinc.co.uk)

For branded items we will always require a visual proof and/or a pre-production sample to approve in writing by our team before production commences. Failure to comply may result in non-payment or cancellation of order. Please advise us of any additional or increased costs and we will revise the Purchase Order where appropriate. Invoices for different items or with charges greater than issued Purchase Order will NOT be approved. If there are any shortages of stock for this order, or if you need any further information in order to meet the delivery date please contact the person who has placed this order at the email address above or on 0113 2907 104