



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  
UNITED KINGDOM  
Fax: 01959563034  
Tel: 01959560500

**Shipping Address**

Lauren Butcher  
Blackbaud / Everfi  
Kennington Business Park  
3 Brixton Road  
Canterbury Court  
London SW9 6DE  
United Kingdom  
Tel: 07586733682  
Email: lauren.butcher@blackbaud.co.uk  
Ref:

**Purchase Order Number:** 2600645L2/DM-1373430

**Order Date:** 28 September 2023

**Vendor ID:** DM4915

**Questions Call:** Una Ward

**Phone:** 0161 375 1514

**Fax:**

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

Item		Downswood A5 Cotton Notebook			Colours (base,trim): Black, Black	
Quantity	Item #	Description	Unit £	Cost £		
250	N9411	Downswood A5 Cotton Notebook	1.4900	372.50		
1	Set-Up Charge1	Screen Charge	25.0000	25.00		
1	Managers Discount	Managers Discount	0.0000	0.00		
				397.50		

Must Ship By

n/a

If order received by

25 September 2023

Per agreement with

n/a

Carrier, service

See below

Supplier Instructions

Artwork Instructions

Product Colour (Base, Trim): Black, Black

Branding Location: Front

Branding Colours: White

**Shipment Details**

Ship to	Quantity	Must Ship	Carrier, service	Reach Destination By
Address As Above	250	n/a	DPD Standard Service	16 October 2023



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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.