



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**

Patricia Duarte  
Ricoman  
RICOMAN House, 520 Metroplex,  
Salford  
Greater Manchester M50 2UE  
United Kingdom  
Tel: 07398553995  
Email: pduarte@ricoman.com  
Ref:

**Purchase Order Number:** 2690663L2/DM-1451942

**Order Date:** 25 September 2024

**Vendor ID:** DM4915

**Questions Call:** Karen Mitchell

**Phone:** 0161 850 3463

**Fax:**

**Email:** karen.mitchell@4imprint.com

| Item Broadstairs A5 Notebook - Natural - Digital Print Colours (base,trim): Natural, Black |                |                                                   |         |          |
|--------------------------------------------------------------------------------------------|----------------|---------------------------------------------------|---------|----------|
| Quantity                                                                                   | Item #         | Description                                       | Unit £  | Cost £   |
| 500                                                                                        | N9211          | Broadstairs A5 Notebook - Natural - Digital Print | 2.0000  | 1,000.00 |
| 1                                                                                          | Set-Up Charge1 | Screen Charge                                     | 25.0000 | 25.00    |
|                                                                                            |                |                                                   |         | 1,025.00 |

Must Ship By

n/a

If order received by

27 September 2024

Per agreement with

n/a

Carrier, service

See below

**Supplier Instructions**

artwork on this transfer link below as its a large file.  
please send mockup  
: <https://we.tl/t-nEWVLjsWII>

**Artwork Instructions**

Product Colour (Base, Trim): Natural, Black  
Branding Location: Front  
Branding Colours: CMYK Full Colour Process

**Shipment Details**

| Ship to          | Quantity | Must Ship | Carrier, service | Reach Destination By |
|------------------|----------|-----------|------------------|----------------------|
| Address As Above | 500      | n/a       | Standard Service | 11 October 2024      |



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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.