



4imprint Direct Ltd  
5 Ball Green  
Cobra Court  
Manchester  
M32 0QT  
United Kingdom

**Supplier Address**

Bagco Limited  
Unit 3  
Churchill Court  
WESTERHAM, Kent TN16 1BT  
UNITED KINGDOM  
Fax: 01959563034  
Tel: 01959560500

**Shipping Address**

Mrs Lettie West  
Marketing Manager  
Cranleigh School  
Horseshoe Lane  
Cranleigh  
Surrey GU6 8QQ  
United Kingdom  
Tel: 01483 542260  
Email: LSAW@cranleigh.org  
Ref:

**Purchase Order Number:** 2837588L1/DM-1585901**Order Date:** 04 August 2026**Vendor ID:** DM4915**Questions Call:** Karen Mitchell**Phone:** 0161 850 3463**Fax:****Email:** karen.mitchell@4imprint.com

| Item     |               | Greatstone Canvas Tote Bag - Printed |         |          | Colours (base,trim): Navy, Navy |  |
|----------|---------------|--------------------------------------|---------|----------|---------------------------------|--|
| Quantity | Item #        | Description                          | Unit £  | Cost £   |                                 |  |
| 750      | B925          | Greatstone Canvas Tote Bag - Printed | 5.2700  | 3,952.50 |                                 |  |
| 1        | Set-Up Charge | Repeat Screen Charge                 | 50.0000 | 50.00    |                                 |  |
| 1        | Carriage      | Carriage                             | 93.0000 | 93.00    |                                 |  |
|          |               |                                      |         | 4,095.50 |                                 |  |

Must Ship By

n/a

If order received by

n/a

Per agreement with

n/a

Carrier, service

See below

Supplier Instructions

repeat of dm 1537778 but both sides of the bag to be printed  
as per quote sent to Carol

quote from bagco  
BagCo Quote 279667 For Product(s) B9255

please send mockup

Artwork Instructions

Product Colour (Base, Trim): Navy, Navy

Branding Location: Back

Branding Colours: Pantone 452C Tan, White

Branding Location: Front

Branding Colours: Pantone 452C Tan, White

Special Instructions :2 colour print both sideslead time from approval of artwork is 10 working days

Print Name Cranleigh

**Shipment Details**

| Ship to          | Quantity | Must Ship | Carrier, service     | Reach Destination By |
|------------------|----------|-----------|----------------------|----------------------|
| Address As Above | 750      | n/a       | DPD Standard Service | 18 August 2026       |



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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.