Arcadia Corporate Merchandise Ltd
Grove Place, Wellington Road
High Wycombe, HP12 3PR
+44 (0)845 130 2620
www.arcadiaonline.co.uk sales@arcadiaonline.co.uk

arcadia branded merchandise

Sales .
Bagco Limited
Unit 3
Churchill Court
Hortons Way
Westerham Kent TN16 1BT

Telephone: 01959 560500
Fax: 01959 563034

Purchase Order

Order Number	Order Date	Your Order No / Our Job	Your Account Reference	Promise Date
82716	16/09/2026	39307		28/09/2026

Product	Description	Quantity	Unit	Price
KEYUK006-00-00-0000	R9152 Aylesham Recycled 8oz Tote Bag Colour: Natural **to be packed in boxes of 100** **5 boxes of 100 = 500 pieces** Branding: printed 1 colour to 1 side - Keyridge Asset Management **Please provide a PDF proof for approval** Quote Ref: 280519 *ARCADIA STOCK ORDER* ** GOODS MUST BE PACKED INTO THE REQUESTED QUANTITYS AND LABELLED WITH THE PRODUCT NUMBER- AS LABELS SUPPLIED** ***ALL PALLET DELIVERIES REQUIRE BOOKING IN***	5	£236.20 / Pack of 100	£1,181.00

Continued on next page

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NOTE
Please quote our Order No on all documents relating to this order.
For any correspondence regarding this order
please contact the sender directly.

Arcadia require a POD for all goods delivered

Delivery Address

Sprint Logistics - Attn Yvonne Tudgay
A2 Parkway West
Cranford Lane
HESTON
Middx
TW5 9QA

Order Value	£1,181.00

Jemma Darvil

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Arcadia Corporate Merchandise Ltd

Terms and Conditions

Provisions relating to personal data pursuant to GDPR

In accepting this order you agree that you will:

1) Only use any personal information (Personal Information) that we give you in this order to fulfil the order and for your own legally justified record of the transaction;
2) Keep the Personal Information confidential other than where it is reasonably necessary for the purposes of fulfilling the order an ensure that all transfers of Personal Data are secure;
3) Report to us any unauthorised access to, loss, theft or corruption of the Personal Information as soon as it comes to your attention;
4) Subject to any disclosure that is necessary to fulfil the order, when fulfilling it, use reasonable, regularly reviewed and proportionate measures to:
    a) Keep the Personal Information secure;
    b) Prevent the unauthorised disclosure of the Personal Information;
5) Use reasonable, regularly reviewed and proportionate measures to:
    a) aid us in complying with our obligation to respond to any requests by a person whose personal data is within the Personal Information exercising their rights under Chapter III GDPR;
    b) assist us in our compliance with our obligations at Articles 33 to 36 GDPR taking into account the nature of this order and the Personal Information;
6) Where Personal Data is to be transferred, only use subcontractors that we have approved to fulfil the order and ensure that such subcontractors enter into terms with you that are no less demanding than these obligations with regard to the use of the Personal Information for the fulfilment of the subcontracted services;
7) On our written request, delete or return all the Personal Data held by you after completion of the order unless you are required to retain or store the Personal Information for your own legal purposes;
8) Following a reasonable written request:
    a) Provide us with all information that is reasonably necessary to demonstrate compliance with these terms;
    b) Allow us occasional inspections of your premises where Personal Data is processed, to be conducted by us or our auditor. Any such inspection shall be limited to reviewing the Personal Information and the technical and organisation measure we have in place to maintain the privacy and security of the Personal Data.