

## Order Acknowledgement

<b>Sales Office</b>	Unit 3, Churchill Court, Hortons Way, Westerham, Kent, TN16 1BT		
	<b>Telephone</b>	01959 560500	<b>Fax</b> 01959 563034
<b>Accounts/Warehouse</b>	Bullhouse Mill, Lee Lane, Penistone, Sheffield, South Yorkshire, S36 9NN		
	<b>Telephone</b>	01226 372700	<b>Fax</b> 01226 370224

<b>Order ID</b>	<b>287341</b>		
<b>Order Date</b>	<b>19 Nov 2021</b>		
<b>Despatch Date</b>	<b>03 Dec 2021</b>		
<b>Customer</b>	<b>Complete Office Products (Sutton Coldfield)</b>		
<b>Address</b>	<b>300-304 Aldridge Road, Streetly, Sutton Coldfield, West Midlands B74 2DU</b>		
<b>Customer Reference</b>	<b>COP 1266</b>		
<b>Contact(s)</b>	<b>Email Address</b>	<b>Telephone</b>	
Barbara Greaves	<b>Barbara@completeofficeproducts.co.uk</b>	0121 353 1997	

Quantity	Type	Description	Price (£)	Total (£)
100	Product	B8809 Leybourne Eco 5oz Cotton Tote Shopper - Natural	0.41	41.00
100	Printing	Transfer (Large) B8809 - Bibby Financial	1.20	120.00
		1 Colour 1 Position Full Colour		
1	Setup	Setup for UV - B8809 - Bibby Financial	25.00	25.00
1	Carriage	DPD - Next Day	10.00	10.00
<b>Order Total</b>				<b>196.00</b>

All prices are subject to VAT at 20%.



B8809

### Important print information:

Please note, for screenprinted orders we only print in uncoated (u) ink. This can differ in colour to coated (c ) ink so please check the uncoated pantone book before approval. For Digital Uv print we match to coated colours.

<b>Delivery Address(es)</b>		
<b>FAO</b>	<b>FAO Phone</b>	<b>Address</b>
Attn Naomi Campion		Bibby Financial Services 15th Floor, Bank House 8 Cherry Street Birmingham B2 5AL
<i>Consignment Weight (kgs): 08.00</i>		



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### Notes

To achieve your requested delivery date of 06 Dec 2021 we will need your Order Acknowledgement AND artwork approved no later than 19 Nov 2021. Please allow a day or so as any problems with the artwork could delay despatch.

To prevent delays in processing your order please check all details and submit your order acknowledgement as soon as possible.