



## 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>326195</b>		
<b>Order Date</b>	<b>20 May 2026</b>		
<b>Despatch Date</b>	<b>01 Jun 2026</b>		
<b>Customer</b>	<b>4 Imprint Direct</b>		
<b>Address</b>	<b>5 Ball Green, Cobra Court, Trafford Park, Manchester M32 0QT</b>		
<b>Customer Reference</b>	<b>DM-1571552</b>		
<b>Contact(s)</b>	<b>Email Address</b>	<b>Telephone</b>	
Kirstie Reader	<b>kreader@4imprint.com</b>	01618503465	

Quantity	Type	Description	Price (£)	Total (£)
250	Product	B9981 Maidstone 5oz Recycled Cotton Shopper Tote - Natural Black	0.83	207.50
250	Printing	Screen Print B9981 - Caterham Prep** 1 Colour 1 Position Black	0.37	92.50
1	Setup	Repeat Screen Charge - B9981 - Caterham Prep**	25.00	25.00
1	Carriage	DPD - Next Day	14.00	14.00
			<b>Order Total</b>	<b>339.00</b>

All prices are subject to VAT at 20%.



B9981

### Important print information:

Please note, screen printed orders can be printed in either uncoated (U) or coated (C) ink. These can differ in colour so please check the pantone books before approval to confirm your client is happy to proceed. For Digital UV print we match to coated colours.

<b>Delivery Address(es)</b>		
<b>FAO</b>	<b>FAO Phone</b>	<b>Address</b>
Ms Jane Norris	01883 343 028	CATERHAM PRE PREP SCHOOL MOTTRAMS Harestone Valley Road Caterham CR3 6YB
<i>Consignment Weight (kgs): 20.00</i>		



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### Notes

To achieve your requested delivery date of 02 Jun 2026 we will need your Order Acknowledgement AND artwork approved no later than 20 May 2026. 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.