

Order Acknowledgement

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

Order ID	327005		
Order Date	02 Jul 2026		
Despatch Date			
Customer	Total Merchandise		
Address	Suite 1, The Centre, The Crescent, Colchester Business Park, Colchester, Essex CO4 9QQ		
Customer Reference	PO870926		
Contact(s)	Email Address	Telephone	
Ellie Hall	ellie.hall@totalmerchandise.co.uk		

Quantity	Type	Description	Price (£)	Total (£)
100	Product	N9221 Broadstairs Notebook Recycled Kraft Paper A5 - Black	1.07	107.00
100	Printing	Screen Print N9221 - University Of East Anglia	0.70	70.00
		2 Colours 1 Position 3570C, white		
1	Setup	Screen Charge - N9221 - University Of East Anglia	58.00	58.00
1	Carriage	DPD - Next Day	20.00	20.00
Order Total				255.00

All prices are subject to VAT at 20%.



N9221

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.

Delivery Address(es)		
FAO	FAO Phone	Address
Joe Collins		University Of East Anglia, Norwich Research Park, Earlham Road, Norwich NR4 7TJ
		<i>Consignment Weight (kgs): 33.75</i>



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Notes

To achieve your requested delivery date of 14 Jul 2026 we will need your Order Acknowledgement AND artwork approved no later than 02 Jul 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.