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	**329302**
Order Date	**28 Oct 2026**
Despatch Date	**10 Nov 2026**
Customer	**Complete Office Products (Sutton Coldfield)**
Address	**300-304 Aldridge Road, Streetly, Sutton Coldfield, West Midlands B74 2DU**
Customer Reference	**020031**

Contact(s)	**Email Address**	**Telephone**
Barbara Greaves	**Barbara@completeofficeproducts.co.uk**	0121 353 1997

Quantity	Type	Description	Price (£)	Total (£)
100	Product	B9952 Newbarn 8oz (270gsm) Recycled Cotton Tote - Blue Navy	1.10	110.00
100	Printing	Screen Print B9952 - Enoch Evans 2	1.68	168.00
		2 Colours 2 Positions White, 485		
1	Setup	Screen Charge - B9952 - Enoch Evans 2	58.00	58.00
1	Carriage	DPD - Next Day	13.00	13.00
			Order Total	**349.00**

All prices are subject to VAT at 20%.



B9952

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**
		ENOCH EVANS LLP St. Paul's Chambers 6-9 Hatherton Road Walsall West Midlands WS1 1XS

Consignment Weight (kgs): 12.33

Order Acknowledgement

Notes

To achieve your requested delivery date of 12 Nov 2026 we will need your Order Acknowledgement AND artwork approved no later than 28 Oct 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.