



Aqib Majeed <viamed.aqib.majeed@gmail.com>

FW: Purchase Order 444094607, From Sherwood Forest Hospitals NHS Foundation Trust**POENQUIRIES (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST)** <sfh-tr.poenquiries@nhs.net>

5 October 2022 at 13:31

To: "aqib.majeed@viamed.co.uk" <aqib.majeed@viamed.co.uk>

Hi Aqib

Please see email trail below. Apologies for the delay. I have amended our PO accordingly and trust it can now be processed.

Kind regards

Cindy

Cindy Booth**Clerical Officer**

Sherwood Forest Hospitals NHS Foundation Trust

Telephone 01623 622515 **extension** 4242

My working hours are Monday - Friday (08:30 - 14:00)

**From:** COPE, Rhian (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST) <rhian.cope1@nhs.net>**Sent:** 05 October 2022 13:17**To:** BOOTH, Cindy (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST) <cindy.booth@nhs.net>**Subject:** RE: Purchase Order 444094607, From Sherwood Forest Hospitals NHS Foundation Trust

Happy to approve the carriage cost

Kind Regards

Rhian

Rhian Cope (Pronouns she/her)

PGDip (SCPHN), BSc (Paediatric Nursing)

Matron for Children and Young People

Ward 25, NICU, Clinic 11 and Specialist Paediatric Nurses

Sherwood Forest Hospital Foundation Trust

Kings Mill Hospital

Mansfield Road, Sutton in Ashfield, Mansfield,

Nottinghamshire, NG17 4JL

Mobile: 07813567440 Number: 01623 622515 ext. 6394

Email: rhian.cope1@nhs.net



I support Sherwood's #NoPlaceForRacism and
#NoPlaceForHate strategy

RACISM DOES NOT BELONG AT #TeamSFH

<https://bit.ly/NoPlaceForRacism>

From: BOOTH, Cindy (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST) <cindy.booth@nhs.net>

Sent: 05 October 2022 09:32

To: COPE, Rhian (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST) <rhian.cope1@nhs.net>

Subject: FW: Purchase Order 444094607, From Sherwood Forest Hospitals NHS Foundation Trust

Hi Rhian

Please see email trail below. I have not yet received any authorisation for this carriage charge. In order to avoid any further delays to this order, could you authorise this £6 charge?

Many thanks for your help.

Cindy

Cindy Booth

Clerical Officer

Sherwood Forest Hospitals NHS Foundation Trust

Telephone 01623 622515 **extension** 4242

My working hours are Monday - Friday (08:30 - 14:00)



From: POENQUIRIES (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST)

Sent: 04 October 2022 12:15

To: COLLINS, Lorraine (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST) <lorraine.collins10@nhs.net>

Cc: DEVELIN, Sally (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST) <sally.develin@nhs.net>

Subject: FW: Purchase Order 444094607, From Sherwood Forest Hospitals NHS Foundation Trust

Hi Lorraine

Please see email below. This carriage charge has not yet been added to PO as I need authorisation. Can you please advise if you are happy to accept this carriage charge. Apologies for emailing again but did not want the order delaying.

Many thanks

Cindy

Cindy Booth

Clerical Officer

Sherwood Forest Hospitals NHS Foundation Trust

Telephone 01623 622515 **extension** 4242

My working hours are Monday - Friday (08:30 - 14:00)



From: Main Account <viamedinbox@gmail.com> **On Behalf Of** Aqib Majeed

Sent: 04 October 2022 11:55

To: POENQUIRIES (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST) <sfh-tr.poenquiries@nhs.net>

Subject: Re: Purchase Order 444094607, From Sherwood Forest Hospitals NHS Foundation Trust

This message originated from outside of NHSmail. Please do not click links or open attachments unless you recognise the sender and know the content is safe.

Hello Sir/ Madam

Good morning

I emailed you on the 30th September advising you there is a £6.00 carriage charge for this order that has not been mentioned by yourself.

Could you please let me know if it is ok to proceed?

Kind regards

Aqib Majeed

Office Administrator

Viamed Ltd.

<http://www.viamed.co.uk>

email: aqib.majeed@viamed.co.uk

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On Fri, 30 Sept 2022 at 16:37, Aqib Majeed <aqib.majeed@viamed.co.uk> wrote:

Hello Sir/ Madam

Thank you for your order, 444094607.

I was processing this order but need to advise you for this order there is a carriage charge of £6.

Please let me know if that is ok to proceed, also if it will be helpful for yourself for me to leave a note on your account advising any carriage up to £10 is fine?

Please let me know.

Kind regards

Aqib Majeed

Office Administrator

Viamed Ltd.

<http://www.viamed.co.uk>

email: aqib.majeed@viamed.co.uk

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On Fri, 30 Sept 2022 at 16:34, Main Account <office@viamed.co.uk> wrote:

----- Forwarded message -----

From: <Workflow1.sfh@nhs.net>

Date: Fri, 30 Sept 2022 at 16:25

Subject: Purchase Order 444094607, From Sherwood Forest Hospitals NHS Foundation Trust

To: <orders@viamed.co.uk>

Cc: <sally.develin@nhs.net>, <sfh-tr.poenquiries@nhs.net>

THIS EMAIL ADDRESS IS NOT ADMINISTERED, PLEASE SEND QUERIES TO sfh-tr.poenquiries@nhs.net

Please find attached an official Purchase Order from Sherwood Forest Hospitals NHS Foundation Trust.

UK EORI Number: GB654927013000

Please ensure that all goods are delivered to the address stated within the purchase order.

All deliveries must be signed for at the time of delivery, failure to get a signature will result in a credit being requested if a delivery goes missing.

We will not be liable for missing items that have not been signed for.

Could all companies confirm receipt of the purchase order via the above e-mail.

This message may contain confidential information. If you are not the intended recipient please:

- i) inform the sender that you have received the message in error before deleting it; and
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