



Kate Griffiths <viamed.kate.griffiths@gmail.com>

Re: Proforma invoice for 25 x R-22A

1 message

Maria Hewitt <maria-hewitt@btconnect.com>
To: kate.griffiths@viamed.co.uk

17 April 2023 at 14:58

No

Sent from my iPhone

On 17 Apr 2023, at 13:35, Kate Griffiths <office@viamed.co.uk> wrote:

Thank you Maria, do you require insurance please?

Kind regards

Kate Griffiths

Viamed is now enacting hybrid working to allow sales and admin staff to work remotely and in the office. Telephone calls to the main office will be answered, but please continue to use email where possible.

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

Email kate.griffiths@viamed.co.uk

Tel: +44 (0)1535 634542

Fax: +44 (0)1535 635582

Twitter: twitter.com/ViamedLtd

Facebook Page: Search for Viamed Ltd

Company registered in England, No. 01291765.

E-mail Disclaimer

GDPR / Privacy Policy available at www.viamed.co.uk/policy

The information in this email is confidential and may be legally privileged.

It is intended solely for the addressee. Access to this email by anyone else is unauthorized.

If you are not the intended recipient, any disclosure, copying, distribution or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful.

If you feel you have received this email in error or would like to be removed from our mailing list, please reply with delete in the subject line or call +44 (0)1535 634542

On Mon, 17 Apr 2023 at 13:33, Maria Hewitt <maria-hewitt@btconnect.com> wrote:

Yes please

Sent from my iPhone

On 17 Apr 2023, at 11:20, Kate Griffiths <office@viamed.co.uk> wrote:

Good morning Maria,

Just a quick email to ask if I am able to change your proforma invoice to an order and ask my colleague Cathy to ring you for payment?

I also need to ask if you require shipping insurance at a cost of £10. If so, I will add it and re-send you the proforma invoice.

Many thanks.

Kind regards

Kate Griffiths

Viamed is now enacting hybrid working to allow sales and admin staff to work remotely and in the office. Telephone calls to the main office will be answered, but please continue to use email where possible.

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

Email kate.griffiths@viamed.co.uk

Tel: +44 (0)1535 634542

Fax: +44 (0)1535 635582

Twitter: twitter.com/ViamedLtd

Facebook Page: Search for Viamed Ltd

Company registered in England, No. 01291765.

E-mail Disclaimer

GDPR / Privacy Policy available at www.viamed.co.uk/policy

The information in this email is confidential and may be legally privileged.

It is intended solely for the addressee. Access to this email by anyone else is unauthorized.

If you are not the intended recipient, any disclosure, copying, distribution or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful.

If you feel you have received this email in error or would like to be removed from our mailing list, please reply with delete in the subject line or call +44 (0)1535 634542

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

From: **Kate Griffiths** <kate.griffiths@viamed.co.uk>

Date: Thu, 13 Apr 2023 at 13:59

Subject: Proforma invoice for 25 x R-22A

To: Maria Hewitt <maria-hewitt@btconnect.com>

Good afternoon Maria,

Please see attached proforma invoice as discussed. Please let me know if you require any changes to be made.

We have recently changed our insurance procedure for shipping, so I need to ask if you require shipping insurance at a cost of £10. If so, I will add it and re-send you the proforma invoice.

Either way, I will ask my colleague Cathy Green to contact you on 01948780546 to take payment by card tomorrow.

Many thanks.

Kind regards

Kate Griffiths

Viamed is now enacting hybrid working to allow sales and admin staff to work remotely and in the office. Telephone calls to the main office will be answered, but please continue to use email where possible.

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

Email kate.griffiths@viamed.co.uk

Tel: +44 (0)1535 634542

Fax: +44 (0)1535 635582

Twitter: twitter.com/ViamedLtd

Facebook Page: Search for Viamed Ltd

Company registered in England, No. 01291765.

E-mail Disclaimer

GDPR / Privacy Policy available at www.viamed.co.uk/policy

The information in this email is confidential and may be legally privileged.

It is intended solely for the addressee. Access to this email by anyone else is unauthorized.

If you are not the intended recipient, any disclosure, copying, distribution or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful.

If you feel you have received this email in error or would like to be removed from our mailing list, please reply with delete in the subject line or call +44 (0)1535 634542

<MVM142931.pdf>