



Main Account <viamedinbox@gmail.com>

RE: TAP (Cambridge) Ltd. Pur. Order 4561210100

1 message

Powell, Erica <Erica.Powell@sartorius.com>

20 April 2023 at 16:01

To: "kate.griffiths@viamed.co.uk" <kate.griffiths@viamed.co.uk>, "Jacovou, George" <george.jacovou@sartorius.com>

Hi

Please add this.

Best Regards | Freundlichen Grüßen

Erica Powell

Manufacturing Engineering Buyer

SAP MM Key User (Royston)

Mental Health First Aider

Hotline +44 1763 227250

From: Main Account <viamedinbox@gmail.com> **On Behalf Of** Kate Griffiths**Sent:** Thursday, April 20, 2023 3:48 PM**To:** Jacovou, George <george.jacovou@sartorius.com>; Powell, Erica <Erica.Powell@sartorius.com>**Subject:** Re: TAP (Cambridge) Ltd. Pur. Order 4561210100

Hi George,

Just a quick email to ask if you require the shipping insurance at a cost of £50?

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

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On Wed, 19 Apr 2023 at 12:00, Kate Griffiths <kate.griffiths@viamed.co.uk> wrote:

Good afternoon George,

Thank you for your order.

Please note - we have recently updated our insurance policy and procedure. **Please could I ask if you require shipping insurance at a cost of £50 for your order?**

Please could you complete the attached existing distributor review form and return to us. In the meantime, please can you let me know if you require insurance of £50 adding to this order, or if this is not something you require? If so, would that be the case for all future orders?

I await your reply.

Many thanks.

Kind regards

Kate Griffiths

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On Wed, 19 Apr 2023 at 10:42, Main Account <office@viamed.co.uk> wrote:

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

From: <george.jacovou@sartorius.com>

Date: Wed, 19 Apr 2023 at 10:31

Subject: TAP (Cambridge) Ltd. Pur. Order 4561210100

To: <steve.hardaker@viamed.co.uk>

Dear Sir or Madam,

Enclosed you can find our purchasing order 4561210100 for your further use.

Please pay particular attention to the delivery and invoice addresses written on the order. The delivery addresses might change from order to order.

Furthermore please do send your accordant order confirmation to our following mail address:

george.jacovou@sartorius.com

Thank you very much

Kind regards,

TAP (Cambridge) Ltd.