



Sophie Lines <viamed.sophie.lines@gmail.com>

Fwd: P/O 1458

1 message

Steve Hardaker <office@viamed.co.uk>
Reply-To: steve.hardaker@viamed.co.uk
To: office@vmsecure.me.uk

Tue, Jan 23, 2024 at 9:25 AM

Morning,

Please can someone amend the orders as per Jenny's instructions? Keep the same order numbers with suffixes, and add a new one for 100x 0110182 (1458-6?) with a current date to allow delivery immediately.

I'm sure it's fine but if amending orders without a revised PO isn't allowed under the office procedures, then please feel free to ask them for an amended PO if that's required.

We have over 400 in stock so we are OK for stock, I've confirmed the order with the customer, but if it's not going to ship today or tomorrow, please can someone let them know.

Thanks,
Steve H

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

From: **Jenny steel** <Jennysteel@premierdiagnostics.ltd.uk>
Date: Tue, 23 Jan 2024 at 08:49
Subject: P/O 1458
To: steve.hardaker@viamed.co.uk <steve.hardaker@viamed.co.uk>

Good morning Steve,

Please would it be possible to increase all remaining quantities on the above order from 100 to 150?

Also, is there any possibility of an additional 100 being sent to us ASAP, please?

Kind Regards

Jenny



Jenny Steel
Purchase Ledger/Purchase Orders
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