



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

RE: [EXT] Re: PO 168617

1 message

Gemma O'Neill <Gemma.O'Neill@penlon.com>
To: Sophie Lines <sophie.lines@viamed.co.uk>

Thu, Dec 5, 2024 at 11:02 AM

Hi Sophie

I hope your well,

We would like just one pack of 5 please.

Yes, we close at lunchtimes on Friday so delivery Monday would be perfect.

Kind regards.

From: Sophie Lines <sophie.lines@viamed.co.uk>
Sent: 05 December 2024 10:52
To: Gemma O'Neill <Gemma.O'Neill@penlon.com>
Subject: [EXT] Re: PO 168617

CAUTION: This email originated from outside Penlon Ltd. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Gemma,

Thank you for your order. Please can you let me know whether you only require 5 units of the T Adapter? Part number 0120399 is for a pack of 5 (£25.00 per pack). But if you require 5 packs (25 pcs total) please let me know.

Also, there is a memo on your account which states we should not arrange delivery for a Friday - if this is still the case, we will arrange for this order to ship tomorrow for delivery on Monday.

Kind regards

Sophie Lines

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 sophie.lines@viamed.co.uk

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Fax: +44 (0)1535 635582

Twitter: twitter.com/ViamedLtd

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On Thu, Dec 5, 2024 at 10:32 AM Main Account <viamedinbox@gmail.com> wrote:

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

From: **Gemma O'Neill** <Gemma.O'Neill@penlon.com>

Date: Thu, 5 Dec 2024 at 10:25

Subject: PO 168617

To: info@viamed.co.uk <info@viamed.co.uk>

Good morning

Please find attached PO, please confirm receipt.

Kind regards,

Gemma O'Neill

Buyer

tel +44 (0) 1235 547 022

fax +44 (0) 1235 547 011

gemma.o'neill@penlon.com

www.penlon.com

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