



Sarah Walton <viamed.sarah.walton@gmail.com>

RE: Purchase order 1140214

1 message

Cowdrey, Emma <emma.cowdrey@addenbrookes.nhs.uk>
To: "sarah.walton@viamed.co.uk" <sarah.walton@viamed.co.uk>

16 April 2020 at 08:50

Good morning

We are happy to proceed with the added cost of carriage charge.

Thank you

Emma Cowdrey | Clerical Officer I

Tel: 01223 216716 | Ext: 2716 | www.cuh.org.uk

Please note my working days are: Monday, Thursday and Friday

Clinical Engineering | Box 152 | Cambridge University Hospitals NHS Foundation Trust | Cambridge Biomedical Campus | Hills Road | Cambridge | CB2 0QQ

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From: Main Account [mailto:viamedinbox@gmail.com] **On Behalf Of** Sarah Walton
Sent: 12 April 2020 09:14
To: Cowdrey, Emma
Subject: Purchase order 1140214

Dear Emma,

Thank you for your purchase order, 1140214.

Please be advised that there is a carriage charge of £10.00 to be added to the order.

I have placed your order on hold until you advise that you are happy to proceed.

Please also be advised that we are currently out of the stock of the MX-300 units, however we are due more this next week.

Kind regards

Sarah Walton

Customer Service Representative

Please note: Viamed is now enacting a coronavirus contingency plan to allow sales and admin Staff to work from home, and I am now working remotely. Telephone calls to the main office will not be answered, but emails will. Orders may take longer to process but we aim to continue to operate and serve our customers as best we can.

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

Email sarah.walton@viamed.co.uk

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

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16/04/2020

Gmail - RE: Purchase order 1140214
