
Fwd: Quotation QVM122476

1 message

Main Account <viamedinbox@gmail.com>
To: Sophie Lines <sophie.lines@viamed.co.uk>

Fri, Jul 17, 2020 at 9:25 AM

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

From: **S S E H S Finance** <Ssehs-finance@lboro.ac.uk>

Date: Fri, 17 Jul 2020 at 09:21

Subject: Quotation QVM122476

To: viamedinbox@gmail.com <viamedinbox@gmail.com>

Good Morning, further to your recent contact with my colleague Dr Christof Leicht we would like to proceed with making a purchase against your quotation ref QVM122476.

The purchase would be VAT exempt making a total amount payable of £104.00 as per Exemption Certificate attached.

I am unable to raise a purchase order as I cannot find you on our system, however if possible I would like to purchase by visa card. Is it possible a card payment can be made for this over the telephone, my details are below? Alternatively I would have to arrange a bank transfer if you could issue a pro forma invoice for the goods.

Thank you

Kind Regards

Jenny

Jenny Sutton

School Finance and Office Manager

School of Sport, Exercise & Health Sciences

Loughborough University

Tel: 01509 226303

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2 attachments



QVM122476.pdf
90K



VAT exempt form Viamed 16.07.20.pdf
282K