



Kate Griffiths <viamed.kate.griffiths@gmail.com>

Re: FW: PO 220156T

1 message

Tom Ladds <tom@humanmeduk.com>

22 September 2020 at 10:16

To: "kate.griffiths@viamed.co.uk" <kate.griffiths@viamed.co.uk>

Morning,

Well remembered! Yes, they have paid.

T

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From: Main Account <viamedinbox@gmail.com> on behalf of Kate Griffiths <office@viamed.co.uk>**Sent:** Tuesday, 22 September 2020, 10:08**To:** Tom Ladds**Subject:** Re: FW: PO 220156T

Good morning Tom,

Just a quick email to ask if Transform have paid for their proforma invoice from September 7th (their PO number 220156T). If so, are you happy for me to turn it to an order?

Many thanks.

Kind regards

Kate Griffiths

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 kate.griffiths@viamed.co.uk

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On Mon, 7 Sep 2020 at 13:56, Humanmeduk <logistic@humanmeduk.com> wrote:

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

From: **Tom Ladds** <tom@humanmeduk.com>
Date: Mon, 7 Sep 2020 at 13:28
Subject: FW: PO 220156T
To: Humanmeduk <logistic@humanmeduk.com>

Hi,

Please see the PO below. This customer is on pro-forma invoices.

Thanks

Tom

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: Orla Higson <orla.higson@transform.com>
Date: 07/09/2020 13:04 (GMT+01:00)
To: tom@humanmeduk.com
Cc: Sally Ridings <sally.ridings@transform.com>, Graeme_Hughes <Graeme.Hughes@Transform.com>, Accounts Payable <Accounts.Payable@Transform.com>, Lisa Hanson <lisa.hanson@transform.com>
Subject: PO 220156T

Good afternoon Tom

Please may I order the attached items and I would be grateful if you would forward your proforma as soon as possible so that payment can be arranged.

Many thanks.

Kind regards

Orla

From: Orla Higson <Orla.Higson@Transform.com>
Sent: 07 September 2020 12:00
To: Orla Higson <orla.higson@transform.com>
Subject: Emailing: 20200907111924733

Your message is ready to be sent with the following file or link attachments:

20200907111924733

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

Orla Higson

Theatre Store

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TRANSFORM

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