



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

HELP! TMXC0621060 VIAMED LTD GROUND

1 message

Martin, Barb A. <Barb.Martin@trimedx.com>
To: "sophie.lines@viamed.co.uk" <sophie.lines@viamed.co.uk>
Cc: "Martin, Barb A." <Barb.Martin@trimedx.com>

Wed, Nov 4, 2020 at 12:16 AM

Yes, I still need this. I just was not sure about the proforma invoice.

Thanks!

Barb Martin

Procurement Specialist II

Supply Chain

barb.martin@trimedx.com

317/715-1218

From: Main Account <viamedinbox@gmail.com> **On Behalf Of** Sophie Lines
Sent: Friday, October 9, 2020 8:03 AM
To: Martin, Barb A. <Barb.Martin@trimedx.com>
Subject: Fwd: TMXC0621060 VIAMED LTD GROUND

Dear Barb,

Please can you confirm if you received the amended proforma invoice, for payment via PayPal?

Kind regards

Sophie Lines

Please note: My working days are Monday, Tuesday and Friday 9.00am-3.00pm

Please note: Viamed is now enacting a coronavirus contingency plan to allow office 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 sophie.lines@viamed.co.uk

Tel: +44 (0)1535 634542

Fax: +44 (0)1535 635582

Twitter: twitter.com/ViamedLtd

Facebook Page: Search for Viamed Ltd

Company registered in England, No. 01291765.

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

From: **Sophie Lines** <sophie.lines@viamed.co.uk>

Date: Tue, Sep 29, 2020 at 2:53 PM

Subject: Re: TMXC0621060 VIAMED LTD GROUND

To: Martin, Barb A. <Barb.Martin@trimedx.com>

Dear Barb,

Thank you for your reply.

I have amended the Proforma Invoice for payment via PayPal - our address can be found in the document.

Please ensure the correct currency is selected from the drop down when making the payment (USD).

If you have any questions please let me know

Kind regards

Sophie Lines

Please note: My working days are Monday, Tuesday and Friday 9.00am-3.00pm

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On Tue, Sep 29, 2020 at 2:24 PM Martin, Barb A. <Barb.Martin@trimedx.com> wrote:

Please let me pay via PayPal.

Thanks!

Barb Martin

Procurement Specialist II

Supply Chain

barb.martin@trimedx.com

317/715-1218

From: Main Account <viamedinbox@gmail.com> **On Behalf Of** Sophie Lines
Sent: Tuesday, September 29, 2020 8:38 AM
To: Martin, Barb A. <Barb.Martin@trimedx.com>
Subject: Re: TMXC0621060 VIAMED LTD GROUND

Dear Barb,

Please accept my apologies for any confusion - we do require payment of the Proforma Invoice before goods are sent.

Payment can be made via bank transfer using the details on the Proforma - if you would prefer to pay via PayPal please let me know, as I will need to edit the order accordingly. We do not accept payment via Credit Card unfortunately.

Kind regards

Sophie Lines

Please note: My working days are Monday, Tuesday and Friday 9.00am-3.00pm

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On Mon, Sep 28, 2020 at 5:07 PM Martin, Barb A. <Barb.Martin@trimedx.com> wrote:

Hi Sophie,

Yes, we still need this order filled.

Is the attached invoice for payment prior to shipment, as in a credit card?

I apologize that if so, I did not understand that this is what was needed.

Please let me know, & I will forward information back to you.

Thanks!

Barb Martin

Procurement Specialist II

Supply Chain

barb.martin@trimedx.com

317/715-1218

From: Main Account <viamedinbox@gmail.com> **On Behalf Of** Sophie Lines

Sent: Monday, September 28, 2020 10:00 AM

To: Martin, Barb A. <Barb.Martin@trimedx.com>

Subject: Fwd: TMXC0621060 VIAMED LTD GROUND

Dear Barb,

Further to our emails below, please can you let me know if your order is still required?

If you would like to cancel, please let me know and I will remove the Proforma Invoice from our system.

Kind regards

Sophie Lines

Please note: My working days are Monday, Tuesday and Friday 9.00am-3.00pm

Please note: Viamed is now enacting a coronavirus contingency plan to allow office 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.

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

From: **Sophie Lines** <sophie.lines@viamed.co.uk>

Date: Mon, Sep 14, 2020 at 12:01 PM

Subject: Re: TMXC0621060 VIAMED LTD GROUND

To: <Barb.Martin@trimedx.com>

Dear Barb,

Thank you for your order. Please find attached your Proforma Invoice - please let me know if any changes are required?

If you require any further information please do not hesitate to contact me.

Kind regards

Sophie Lines

Please note: My current working days are Monday and Friday 9.00am-5pm

Please note: Viamed is now enacting a coronavirus contingency plan to allow office 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.

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On Mon, Sep 14, 2020 at 9:53 AM Main Account <office@viamed.co.uk> wrote:

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

From: **Martin, Barb A.** <Barb.Martin@trimedx.com>

Date: Fri, 11 Sep 2020 at 21:59

Subject: TMXC0621060 VIAMED LTD GROUND

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

Cc: Martin, Barb A. <Barb.Martin@trimedx.com>

BIOMED John Rauchenstein MUST APPEAR ON LABEL!

SHIP ON FEDEX [669388039](tel:669388039) or UPS# 00A0X5 IF POSSIBLE

***** CONFIRM TO barb.martin@trimedx.com ~ 317/715-1218 *****

***** NEW FEDEX ACCT# *****

Thanks!

Barb Martin

Procurement Specialist II

Supply Chain



Office / Fax: 317-715-1218

barb.martin@trimedx.com

5451 Lakeview Pkwy S Drive
Indianapolis, IN 46268



Supply Chain team is now in Service Now!

Please submit all Supply Chain Requests via our Service Now page:

<https://trimedxllc.service-now.com/screquest>

Suppliers, send all Invoices to ap@trimedx.com

Supplier Communications to barb.martin@trimedx.com (tracking, backorders, etc.)

How am I doing? Tell my manager, Michelle Harold, at michelle.harold@trimedx.com

***Suppliers Please Send all Invoices to ap@trimedx.com to ensure timely payment.**

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