



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

Fwd: FW: Purchase order 444083028

1 message

Main Account <viamedinbox@gmail.com>
To: Sarah Walton <sarah.walton@viamed.co.uk>

18 November 2020 at 13:11

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

From: **Poenquiries (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST)** <sfh-tr.poenquiries@nhs.net>
Date: Wed, 18 Nov 2020 at 13:10
Subject: FW: Purchase order 444083028
To: viamedinbox@gmail.com <viamedinbox@gmail.com>
Cc: NANTHAMBWE, Ruth (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST) <ruth.nanthambwe@nhs.net>

Hi Sarah

We have now updated the purchase order and added £8.00 carriage charge

Kind Regards

Jeanette Telfer

Clerical Officer

Sherwood Forest Hospitals NHS Foundation Trust

Telephone 01623 622515 Extension 3590 / 4242



From: NANTHAMBWE, Ruth (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST)
Sent: 18 November 2020 12:14
To: BOOTH, Cindy (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST)
Cc: Poenquiries (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST); RICHARDSON, Susan (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST)
Subject: RE: Purchase order 444083028

Hello Cindy,

Please take this email as authorisation for the £8 carriage charge.

Kind Regards

Ruth

hello my name is...

Ruth Nanthambwe, RGN RM

Ward Sister – Sherwood Birthing Unit

Kings Mill Hospital

Sherwood Forest Hospitals NHS Foundation Trust

Mansfield Road | Sutton in Ashfield | Nottinghamshire | NG17 4JL

01623 622515 Ext 3746

Email: ruth.nanthambwe@nhs.net



From: Poenquiries (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST)

Sent: 18 November 2020 09:26

To: RICHARDSON, Susan (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST); NANTHAMBWE, Ruth (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST)

Subject: FW: Purchase order 444083028

Hi both

Please see email trail below. Can you authorise carriage charge of £8. Apologies for emailing again but did not want the order delaying.

Kind Regards

Cindy

Cindy Booth

Clerical Officer

Sherwood Forest Hospitals NHS Foundation Trust

Telephone 01623 622515 **extension** 4242

My working hours are Monday - Friday (08:30 - 14:00)



From: Main Account [mailto:viamedinbox@gmail.com] **On Behalf Of** Sarah Walton
Sent: 16 November 2020 07:24
To: Poenquiries (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST)
Cc: RICHARDSON, Susan (SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST)
Subject: Purchase order 444083028

Good morning,

Thank you for your purchase order, 444083028.

Please be advised that there is a carriage charge of £8.00 to be added to the order.

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

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

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