



Sarah Walton &lt;viamed.sarah.walton@gmail.com&gt;

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**RE: VTL/ORD-P/SS/159/2020**

1 message

**Virtus Order Processing** <orders@virtusuae.com>

14 December 2020 at 10:27

Reply-To: orders@virtusuae.com

To: sarah.walton@viamed.co.uk

Cc: Selvaraj Shanmugam &lt;SelvarajS@virtusuae.com&gt;, Mary Rose Lorenzo &lt;mtg114@virtusuae.com&gt;

Dear Sarah,

Thank you for your order confirmation. Kindly ship the order via our UPS courier account no. R5347F.

Regards

Sumesh

**From:** Main Account [mailto:[viamedinbox@gmail.com](mailto:viamedinbox@gmail.com)] **On Behalf Of** Sarah Walton**Sent:** Monday, December 14, 2020 12:22 PM**To:** Mr. Sumesh - Virtus**Cc:** Selvaraj Shanmugam; Mary Rose Lorenzo**Subject:** Re: VTL/ORD-P/SS/159/2020

Dear Sumesh,

Thank you for your purchase order.

Please find attached an order confirmation for your reference. Please can you confirm all details are correct and that you are happy for me 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](mailto:sarah.walton@viamed.co.uk)

GDPR / Privacy Policy available at [www.viamed.co.uk/policy](http://www.viamed.co.uk/policy)

Tel: +44 (0)1535 634542

Fax: +44 (0)1535 635582

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

From: **Virtus Order Processing** <[orders@virtusuae.com](mailto:orders@virtusuae.com)>

Date: Sun, 13 Dec 2020, 10:19

Subject: VTL/ORD-P/SS/159/2020

To: <[viamedinbox@gmail.com](mailto:viamedinbox@gmail.com)>

Cc: Ryan Swaine <[ryan.swaine@viamed.co.uk](mailto:ryan.swaine@viamed.co.uk)>, Mr. Selvaraj - Virtus <[SelvarajS@virtusuae.com](mailto:SelvarajS@virtusuae.com)>, Mary Rose Lorenzo <[mtg114@virtusuae.com](mailto:mtg114@virtusuae.com)>

Dear Sarah,

Please find attached our above reference order. Kindly process this order at the earliest and send us the order confirmation with delivery date.

Regards

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# VIRTUS GROUP

*Enabling Excellence...*

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**Sumesh Parathy**  
Officer - Procurement

T. +965. 2246.2126 Extn.643  
[Orders@VirtusUAE.com](mailto:Orders@VirtusUAE.com)

**Virtus Trading LLC**  
#1103, Addax Office Tower, Al Reem  
Island  
P.O. Box 94802, Abu Dhabi, UAE

T. +971. 2.552.8193  
F. +971. 2.552.8194  
[www.VirtusUAE.com](http://www.VirtusUAE.com)

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