



Kate Griffiths &lt;viamed.kate.griffiths@gmail.com&gt;

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**RE: Important NHS Purchase Order Documentation No: 280151724  
(please do not reply to this address)**

1 message

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**Kinley, Amy** <Amy.Kinley@southernhealth.nhs.uk>  
To: Kate Griffiths <viamed.kate.griffiths@gmail.com>

24 March 2021 at 10:57

Hello,

Happy to authorise the carriage charge of £10. This will be automatically paid to you at the invoicing stage as long as it is quoted on the invoice. If the carriage was above £40 then we would add the funds to the order to accommodate it.

Yes, if you could mark it as F.A.O Shirley Maclean Minor Injuries Unit please.

Thanks.

Kind regards.

#hello my name is...

**Amy Kinley**

Operational Buyer

**Southern Health NHS Foundation Trust**  
Procurement Office, Elms Building

Tatchbury Mount

Southampton SO40 2RZ

**Working from home: Monday, Tuesday, Wednesday, Thursday and Friday**

**Tel: 02382 311453**

**Procurement Office: 02382 311450**

**Working Hours: Monday to Friday, 09.00 – 17.00**

Email: [amy.kinley@southernhealth.nhs.uk](mailto:amy.kinley@southernhealth.nhs.uk)

Generic: [shftbuying@southernhealth.nhs.uk](mailto:shftbuying@southernhealth.nhs.uk)

Procurement Intranet: <https://intranet.southernhealth.nhs.uk/our-services/corporate/procurement/>

Web: [www.southernhealth.nhs.uk](http://www.southernhealth.nhs.uk)



## SPEND SMART

# Improving quality and finances

**From:** Kate Griffiths <[viamed.kate.griffiths@gmail.com](mailto:viamed.kate.griffiths@gmail.com)>

**Sent:** 24 March 2021 10:27

**To:** Kinley, Amy <[Amy.Kinley@southernhealth.nhs.uk](mailto:Amy.Kinley@southernhealth.nhs.uk)>

**Subject:** Re: Important NHS Purchase Order Documentation No: 280151724 (please do not reply to this address)

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Good morning Amy,

Thank you for your order.

Please could I advise you that there is a £10 carriage charge relating to this order? Also, please could I ask if there is a department to include in the delivery address? (I see Minor Injuries mentioned elsewhere on the PO) or will the name of Shirley Maclean suffice?

Please let me know if you are happy for me to proceed.

Many thanks.

Kind regards

Kate Griffiths

<http://www.viamed.co.uk>

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On Wed, 24 Mar 2021 at 09:20, <[shared.services@nhs.net](mailto:shared.services@nhs.net)> wrote:

Message from NHS Shared Business Services

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