



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

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**Re: Proforma invoice**

1 message

**Reza Ataie** <drmra@hotmail.com>

28 June 2021 at 14:09

To: "kate.griffiths@viamed.co.uk" &lt;kate.griffiths@viamed.co.uk&gt;

Dear Kate

Thank you very much for your email and the Proforma Invoice attached.

I hereby confirm the order and would appreciate a call back in order for the invoice total to be paid by credit card.

Kind regards,

**Reza Ataie**  
**Satnav Systems (UK) Ltd.**  
**Contact Mobile: 07768057750**

**Invoice Address:**

Satnav Systems (UK) Ltd  
Unit G  
Argent Court  
175 Hook Rise South  
Surbiton, Surrey  
KT6 7NL

**Shipping / Billing Address:**

c/o. Reza Ataie  
56 Mile Oak Road  
Portslade  
Brighton  
BN41 2PL

Sent from [Outlook](#)

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**From:** Main Account <[viamedinbox@gmail.com](mailto:viamedinbox@gmail.com)> on behalf of Kate Griffiths <[office@viamed.co.uk](mailto:office@viamed.co.uk)>**Sent:** 28 June 2021 13:59**To:** [drmra@hotmail.com](mailto:drmra@hotmail.com) <[drmra@hotmail.com](mailto:drmra@hotmail.com)>**Subject:** Fwd: Proforma invoice

Kind regards

Kate Griffiths

**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 be answered remotely, but please continue to use email where possible.**

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Fax: +44 (0)1535 635582

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

From: **Kate Griffiths** <[kate.griffiths@viamed.co.uk](mailto:kate.griffiths@viamed.co.uk)>  
Date: Mon, 28 Jun 2021 at 10:58  
Subject: Proforma invoice  
To: <[drmra@btinternet.com](mailto:drmra@btinternet.com)>

Good morning Reza,

Further to our telephone conversation this morning, please see attached proforma invoice as discussed. Please let me know if you require any changes to be made. Do you have an order number you require me to use?

If you are happy with it, I will ask my colleague Cathy Green to ring you as soon as she can to take a credit card payment.

Many thanks.

Kind regards

Kate Griffiths

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