



Zoey Teal <viamed.zoey.teal@gmail.com>

RE: [EXTERNAL] - Leicester Depot Postcode Change

1 message

Lucy Burgess <lucy.burgess@bunzl.co.uk>

Fri, Dec 3, 2021 at 8:59 AM

To: "zoey.teal@viamed.co.uk" <zoey.teal@viamed.co.uk>, James Evans <james.evans@bunzl.co.uk>

Cc: Paul Thomas <Paul.Thomas@bunzl.co.uk>

Hi Zoey,

Yes please use postcode **LE67 1LF** – I believe the PO template may not have been updated but the highlighted postcode is correct

Thanks

Lucy

From: Main Account <viamedinbox@gmail.com> **On Behalf Of** Zoey Teal**Sent:** 03 December 2021 08:07**To:** James Evans <james.evans@bunzl.co.uk>**Cc:** Lucy Burgess <lucy.burgess@bunzl.co.uk>**Subject:** [EXTERNAL] - Leicester Depot Postcode Change

Good morning James,

Thank you for your order.

Please can you confirm what the postcode for the invoice address should be? We have had an email from Lucy Burgess to inform us that it has changed to LE67 1LF and po's would be updated so I am just double checking before I proceed.

If you have any further queries, please do not hesitate to contact me.

Kind regards

Zoey Teal

Please note: My working days are Monday to Thursday, 7.45am-6.00pm.

We are currently working remotely however telephone calls to the main office will still be answered.

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From: **Lucy Burgess** <lucy.burgess@bunzl.co.uk>
Date: Wed, 1 Dec 2021 at 17:29
Subject: Leicester Depot Postcode Change
To: Lucy Burgess <lucy.burgess@bunzl.co.uk>

Good evening,

I am writing to advise that our BHC Leicester depot post code LE67 1PB is no longer valid; the post code has been terminated.

The new post code is **LE67 1LF – please advise the relevant teams to update your records.**

BHC POs have been updated accordingly.

Thanks

Lucy

Lucy Burgess

Buyer



*Making
Healthcare
Happen*
BUNZL HEALTHCARE

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