

**ABERDEEN
BLIND COMPANY**
ESTABLISHED 1952

32 Esslemont Avenue
Aberdeen
AB25 1SP
Tel: 01224 637609
Fax: 01224 631172
Email: sales@aberdeen-blinds.co.uk

44430

**CUSTOMER
ORDER No.**

1HR

2 Men Riv

DATE
MEASURED/ORDERED
23 SEP 12

AM PM (MEASURING TIME)

| | | | |
|-----|---|------|--|
| MON | | | |
| TUE | | | |
| WED | | | |
| THU | | | |
| FRI | ✓ | 12-5 | |

| | |
|--------|--|
| P/CUST | |
| NET | |
| PRESS | |
| RADIO | |
| MAG. | |
| VAN | |
| RECC. | |
| SHOP | |
| TV | |
| YELL P | |
| OTHER | |

AM PM (FITTING TIME)

| | | | |
|-----|--|--|--|
| MON | | | |
| TUE | | | |
| WED | | | |
| THU | | | |
| FRI | | | |

Cu
Ad
KCG6
WO 0097126
Tel. mobile
email

| | | |
|-----------|---|-----|
| CURTAINS | | |
| PLEATED | | |
| ROLLERS | | |
| ROMANS | ✓ | 4-6 |
| SHUTTERS | | |
| VENETIAN | | |
| VERTICALS | | |
| VISION | | |
| WOODEN | | |

ALL BLINDS TO BE PAID FOR AT TIME OF FITTING

| Room | Width | Drop | Slat Size | Colour | Control LH or RH | Fitting Height | Any other Instructions | Price |
|------|-------|------|-----------|----------------------|------------------|----------------|------------------------|-------|
| | 8 No | 32m | | Roller Glass | | | | |
| | | | | Red Pin | | | | |
| | | | | 2men 1 SET Extension | | | | |
| | | | | LADIES | | | | |

| | | | | | | | | | | | | |
|------|------------|-------|-------|------------|--------|--------|-------|-------------|-----------|----------|-----------|-------------------|
| alum | anthracite | black | brown | champ-gold | chrome | silver | white | recess size | motorised | wood fix | stone fix | brackets top face |
|------|------------|-------|-------|------------|--------|--------|-------|-------------|-----------|----------|-----------|-------------------|

| | | | | | |
|--------------------|-----------|------|---------|--------|-------|
| measured by | fitted by | date | CASH | CHEQUE | SPREE |
| <i>[Signature]</i> | | | INVOICE | CARD | |

ALL BLINDS MANUFACTURED AFTER 1st APRIL 2014 MUST COMPLY WITH NEW CHILD SAFETY LAWS. SAFETY DEVICES SUPPLIED WITH GOODS MUST BE FITTED BY US AT THE TIME OF INSTALLATION. REFUSAL TO ALLOW A SAFETY DEVICE TO BE FITTED WILL RESULT IN THE BLINDS NOT BEING INSTALLED. UNDER THE TERMS OF THIS CONTRACT YOU WILL BE LIABLE TO ACCEPT DELIVERY AND PAY THE FULL AMOUNT. I have ordered the above goods and agree to pay 50% deposit and the remaining balance on the day of fitting. If payment is not made in full at that time Aberdeen Blinds has the right to remove the goods until full settlement is made. Title of the goods does not pass to the customer until payment has been made in full. Declaring that there shall be no liability for normal damage occasioned by such removal.

TOTAL PRICE £
DEPOSIT £
BALANCE £160 + Van

To Be Confirmed
PRICE ACCEPTANCE
Customer's Signature

Special Instructions

7000-03-97126

Steven Nimmo

From: Pam Douglas <pdouglas@burnsconstruction.net>
Sent: 11 October 2022 08:05
To: Steven Nimmo
Cc: UoAcampus; David Coutts
Subject: Kings College KCG6 WO 97126

Good Morning Steve,

As per email below from our Ally Kench, can you please carry out as required.

Please use PO No. 7000-03-97126.

Many Thanks,

Pamela Douglas
Senior Contracts Administrator
Burns Construction (Aberdeen) Limited

Head Office: 5 York Street, Aberdeen, AB11 5DL
Telephone: 01224 **564020**
Facsimile: 01224 **211632**
Direct Line: 01224 **564026**
Email: pdouglas@burnsconstruction.net

From: UoAcampus <UoAcampus@burnsconstruction.net>
Sent: 11 October 2022 07:43
To: Pam Douglas <pdouglas@burnsconstruction.net>
Subject: Kings College KCG6 WO 97126

Pam, can you pass this onto Steve at Aberdeen Blinds to carry out repairs to the rollers in this room, he has been in and knows what is required.

Regards,

Ally Kench

Burns Construction (Aberdeen) Limited

Head Office: 5 York Street, Aberdeen, AB11 5DL
Telephone: **07968425955**
Office Number: 01224 **564020**
Email: UoAcampus@burnsconstruction.net



Burns Construction (Aberdeen) Ltd

Expected Response: Non-Urgent (Within 2 Days)

Expected Resolve Date: 30/12/2022

Address:
Kings College Buildings
Kings Quad
High Street
ABERDEEN
Aberdeenshire
AB24 3UB
SCOTLAND

Location:
Old Aberdeen
High Street
East
ES042A KINGS COLLEGE

Instructing Officer:

Mr Grant Paterson, 01224 272071, 07747014969, grant.paterson@abdn.ac.uk

All contractors **MUST** report to Security on arrival, then **MUST** report in person or by phone to their Instructing Officer (detailed above) before starting any work. Security are available at the following locations:

Old Aberdeen:
9a Dunbar Street

Foresterhill Medical Campus:
Polwarth Reception Desk

Hillhead Student Village:
Porters Desk

You **MUST** sign in and out, every visit/day.

Service Detail: WINDOW

PO Number: 2251639

Details of Work to be carried out:

- KCG6

Lecturer reported to room bookings that all the blinds are broken and therefore screen projector can't be seen as the sun shines on screen. They required a room move but this room is heavily booked out so if someone can have a look that would be great thanks

Health & Safety - Contractor Checklist

- I have been inducted and I'm in possession of a Contractors Handbook
- I am in possession, read and understood the Risk Assessment and Method Statement relevant to this work
- Have I obtained a permit to work for this task? Have all services or equipment I am about to work on or near been identified, isolated/locked off and tested to prove they are in a safe condition?
- Have I checked the Asbestos Matrix/Register for the work area, before starting?
- Do I have permission to enter the work area, or to work on this equipment?
- Is the work area safe for me to start work? Are people passing my work area safe?

Work Order Status (Print clearly in BLOCK CAPITALS) and continue on reverse if necessary:

| Time | Reason for stopping work | Date | Time (in) | Time (out) |
|------|--------------------------|------|-----------|------------|
| | 8:00 BVE 32m Clean GOS | | | |
| | | | | |
| | | | | |

Notes:

Job Complete - Name: _____ **Signature:** _____ **Date:** _____