

Purchase Order

Purchase Order:
NMN72840



Order Date 16/11/2021

Required Delivery Date: 16/11/2021

Supplier:

BAILEYS BLINDS
UNIT 8 JUPITER COURT
ORION BUSINESS PARK
TYNE TUNNEL TRADING ESTATE
NE29 7SE

Deliver To:

Supplier Contact:

Telephone:

Email:

Site Contact:

Telephone:

Email:

Invoice To:

Mitie FM Limited
Accounts Payable
Ingenuity House - 3rd Floor
Elmdon Trading Estate, Bickenhill
Lane
Birmingham, B37 7HQ

Queries:

Telephone:

Email:

For queries relating to this order please contact the buyer: Chloe Arnold

The following 5 pieces of data must be quoted on your invoice:

Mitie Receiving Company Name: Mitie FM Limited
Mitie Receiving Company Code: FACM
Purchase Order Number: NMN72840
Purchase Order Date: 16/11/2021
Delivery date: As per delivery note

INVOICES MUST BE COMPUTER GENERATED PDFs AND NOT PROTECTED BY PASSWORD.

PDF INVOICE ASSOCIATED WITH THIS PO MUST BE SENT TO: invoices.finance@mitie.com.

PLEASE INCLUDE ONLY ONE INVOICE PER ATTACHMENT AND ONLY ONE ATTACHMENT PER EMAIL. ATTACHMENTS WITH MORE THAN ONE INVOICE OR EMAILS WITH MORE THAN ONE ATTACHMENT WILL BE AUTOMATICALLY REJECTED.

PURCHASE ORDER NUMBER AND MITIE RECEIVING COMPANY CODE MUST BE INCLUDED ON ALL INVOICES, PACKING AND CORRESPONDENCE.

Line	Description	Work Order	Quantity	Unit Price	Total (ex VAT)
1	Verticals Guardian Cream - Quote 351405	81416047	1.00	156.67	156.67

Address:
Bondgate House
DARLINGTON
DL3 7JY

Authorising Signature:.....

Order Total: 156.67
Order Total(incl VAT): 156.67

All Fax and Paper invoices received after the 01/07/2021 will not be processed by Mitie.

This order is issued subject to MITIE's standard terms and conditions a copy of which is available at <http://www.mitie.com/suppliers>.

Registered Office: Level 12, The Shard, 32 London Bridge Street, London, SE1 9SG, UK.

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