

Purchase Order

**Purchase Order:
NMN72840**



Order Date 16/11/2021

Required Delivery Date: 16/11/2021

Supplier:

Deliver To:

Invoice To:

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

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

Supplier Contact:

Site Contact:

Queries:

Telephone:

Telephone:

Telephone:

Email:

Email:

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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Registered in England No. 3253304 VAT No. 362869361.