

# Purchase Order

**Purchase Order:  
NMN97802**



**Order Date 14/02/2023**

**Required Delivery Date: 14/02/2023**

Supplier:

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

Deliver To:

Invoice To:

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

Supplier Contact:

Telephone:

Email:

Site Contact:

Telephone:

Email:

Queries:

Telephone:

Email:

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For queries relating to this order please contact the buyer: Ella-Louise Roskorla

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**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: NMN97802  
Purchase Order Date: 14/02/2023  
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](mailto: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.**

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Line	Description	Work Order	Quantity	Unit Price	Total (ex VAT)
1	Estates Office NO 5 venetian R controls	MFR:92823	1.00	193.20	193.20
	QUOTE 353693				
	Julian Bevan 07483162749				
	DELIVERY FAO Julian Bevan Wear View House SUNDERLAND SR1 3EY				

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**Authorising Signature:.....**

**Order Total: 193.20**

**Order Total(incl VAT): 193.20**

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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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