



34 HIGH STREET,  
SPENNYMOOR,  
DURHAM DL16 6DB  
TEL: 01388 813267 or 0191 258 5956

sales@baileys-blinds.co.uk  
www.baileys-blinds.co.uk

Customer's Name **MITIE**  
Address **JOB CENTRE**  
**CATHEDRAL SQUARE, CLYTH MARKET**  
**NEWCASTLE** Post Code **NE1 1EB**

|           |              |
|-----------|--------------|
| Tel. home |              |
| Tel. work |              |
| mobile    | 07483 163392 |
| email     |              |

DATE MEASURED/ORDERED  
**13/11/24**

Measured By:  
**DAVE**

|           |           |
|-----------|-----------|
| CURTAINS  |           |
| PLEATED   |           |
| ROLLERS   |           |
| ROMANS    |           |
| SHUTTERS  |           |
| VENETIAN  |           |
| VERTICALS | <b>XL</b> |
| VISION    |           |
| WOODEN    |           |

PLEASE COST + GMAIL  
QUOTE 358483

**SPECIAL INSTRUCTIONS**

**VOITS LIKE FOR LINE**  
MANAGER'S ROOM x1  
DESK 98 x1  
DESK 100 x1  
DESK 109 x2.

**PLEASE COST + GMAIL QUOTE**  
**PHILLIP RYAN**

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

|           |      |     |    |    |
|-----------|------|-----|----|----|
| Fitted By | DATE | DAY | AM | PM |
|-----------|------|-----|----|----|

|      |            |       |       |            |        |        |       |             |           |          |                                     |                                     |               |
|------|------------|-------|-------|------------|--------|--------|-------|-------------|-----------|----------|-------------------------------------|-------------------------------------|---------------|
| alum | anthracite | black | brown | champ-gold | chrome | silver | white | recess size | motorised | wood fix | stone fix                           | brackets top                        | brackets face |
|      |            |       |       |            |        |        |       | <b>211</b>  |           |          | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |               |

**ALUM ROOM**

| Room             | Width | Drop | Slat Size | Colour       | Control LH or RH | Fitting Height | Price |
|------------------|-------|------|-----------|--------------|------------------|----------------|-------|
| MANAGER'S ROOM ① | 510   | 2495 | 5"        | EXLITE CREAM | L to L           | 2495           |       |
| MANAGER'S ROOM ② | 2450  | 2495 | 5"        | EXLITE CREAM | R to L           | 2495           |       |
| DESK 98          | 490   | 2490 | 5"        | UNILUX BEIGE | L to R           | 2700           |       |
| DESK 100         | 2420  | 2490 | 5"        | EXLITE CREAM | L to R           | 2700           |       |
| DESK 109 ①       | 500   | 2500 | 5"        | EXLITE CREAM | L to R           | 2700           |       |
| DESK 109 ②       | 2420  | 2500 | 5"        | EXLITE CREAM | R to L           | 2700           |       |

SAFETY DEVICES SUPPLIED WITH GOODS MUST BE FITTED BY US AT THE TIME OF INSTALLATION IF YOU REFUSE TO ALLOW A SAFETY DEVICE TO BE FITTED, THEN THE GOODS WILL NOT BE INSTALLED, AND UNDER THESE CIRCUMSTANCES YOU WILL STILL BE LIABLE TO PAY THE FULL PRICE UNDER YOUR CONTRACT. YOU ARE STILL BOUND TO ACCEPT DELIVERY OF THE GOODS AND TO PAY FOR BOTH THE FITTING AND INSTALLATION EVEN ALTHOUGH INSTALLATION HAS NOT BEEN CARRIED OUT

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 Baileys 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 £

PRICE ACCEPTANCE Customer's Signature

*[Signature]*

|      |        |      |
|------|--------|------|
| CASH | CHEQUE | CARD |
|------|--------|------|

**ALL BLINDS TO BE PAID FOR AT TIME OF FITTING**



Registered No.: 02814889





# Mitie FM Limited PURCHASE ORDER

## BAILEYS BLINDS LIMITED

Unit 8 Jupiter Court Orion, Business Park  
Tyne Tunnel Trading Estate, NE29 7SE  
Attn: Supplier Mgr  
accounts@baileys-blinds.co.uk

PO NUMBER: N00100888281  
DATE: 08/01/2025  
PAYMENT TERMS: V045 - 45 Days  
SHIPPING TERMS:  
CURRENCY: GBP  
CONTRACT:  
CONTACT: Eleanor Evatt  
E-mail: eleanor.evatt@gov.secmitie.co.uk

### Ship To

Mitie FM Limited  
DWP - 1 CATHEDRAL  
SQUARE  
MOSLEY STREET  
(NEWCASTLE CITY)  
NEWCASTLE UPON TYNE,  
NE1 1EE  
620738  
Attn: Craig Taylor

### Bill To

Mitie FM Limited  
The Shard, Level 12  
32 London Bridge Street  
London, SE1 9SG  
Attn:

### SPECIAL TERMS/CONDITIONS/NOTES:

Tel 07483397702 -- Quote ref 358483

| Line | Description  | Need By Date | Qty | Unit | Price  | Total               |
|------|--|--------------|-----|------|--------|---------------------|
| 1    | Manager Room 1 Verticals, 127mm ExLite - Cream L to L<br>Mitie Work Order No: MFR:291468 | 08/01/2025   | 1   | Each | 133.00 | 133.00              |
| 2    | Manager Room 2 Verticals, 127mm ExLite - Cream R to L<br>Mitie Work Order No: MFR:291468 | 08/01/2025   | 1   | Each | 337.17 | 337.17              |
| 3    | Desk 98 Verticals, 127mm ExLite - Beige L to R<br>Mitie Work Order No: MFR:291468        | 08/01/2025   | 1   | Each | 107.92 | 107.92              |
| 4    | Desk 100 Verticals, 127mm ExLite - Cream L to R<br>Mitie Work Order No: MFR:291468       | 08/01/2025   | 1   | Each | 337.17 | 337.17              |
| 5    | Desk 109 (1) Verticals, 127mm ExLite - Cream L to R<br>Mitie Work Order No: MFR:291468   | 08/01/2025   | 1   | Each | 107.92 | 107.92              |
| 6    | Desk 109 (2) Verticals, 127mm ExLite - Cream R to L<br>Mitie Work Order No: MFR:291468   | 08/01/2025   | 1   | Each | 337.17 | 337.17              |
| 7    | Fitting<br>Mitie Work Order No: MFR:291468   | 08/01/2025   | 2   | Each | 30.00  | 60.00               |
|      |  |              |     |      |        | <b>1,420.35 GBP</b> |

This purchase order is subject to Mitie's standard terms and conditions, a copy of which is available at [Mitie Supplier Guides](#)  
[Mitie Suppliers](#)