



Haileybury & Imperial Service College, Hertford, SG13 7NU  
Tel: 01992 706200 Fax: 01992 470663 E-mail: orders@haileybury.com

## Purchase Order

**For the attention of:** Julie Wills  
**To:** Concorde Blinds & Curtain Co  
4 Sunbeam Road  
Woburn Road Industrial Estate  
Kempston  
Bedfordshire, MK42 7BY  
**Telephone:** 01234 841 535  
**E-mail:** sales@concordeblinds.com

**From:** Nicola Moylan  
**Issue date:** 09/02/2024  
**Purchase order number:** MD022238NM

**Location:** Haileybury

**Description of Work:**

Quotation No.  
08362

Item Description	Quantity	Unit Cost	Line Total
Cust. Reference Counseling Rooms	1	£2,483.180	£2,483.180
		<b>Total Cost</b>	<b>£2,483.180</b>

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PLEASE ENSURE THAT THIS PURCHASE ORDER NUMBER IS QUOTED ON YOUR INVOICE.

All invoices must be sent to suppliers@haileybury.com

All contractors and their representatives must report to the Maintenance Department and observe all relevant health and safety regulations.

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