



# HAILEYBURY

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

## Purchase Order

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

**From:** Teresa Strange  
**Issue date:** 08/12/2021  
**Purchase order number:** MD016759TS

**Location:** Trevelyan  
**Description of Work:**  
Quote 02268

Item Description	Quantity	Unit Cost	Line Total
As per quote - Trevelyan curtains	1	£364.920	£364.920
		<b>Total Cost</b>	<b>£364.920</b>

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PLEASE ENSURE THAT THIS PURCHASE ORDER NUMBER IS QUOTED ON YOUR INVOICE. All contractors and their representatives must report to the Maintenance Department.

All Contractors and their representatives must observe all relevant health and safety regulations.

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