



WYE VALLEY COMMUNITY COUNCIL

Mrs Elizabeth Greatorex-Davies
Clerk to the Council
The Poplars, Whitelye
Monmouthshire NP16 6NP
Telephone 01291 689861
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PURCHASE ORDER

Our reference

Your reference

Date

**PLEASE QUOTE OUR REFERENCE
IN ANY CORRESPONDENCE
REGARDING THIS ORDER**

PLEASE SUPPLY THE FOLLOWING GOODS OR SERVICES

DESCRIPTION OF GOODS OR SERVICES

DATE OF DELIVERY OR
COMMENCEMENT OF SERVICES

PERIOD OF SUPPLY
(If services)

PLACE OF DELIVERY
(if applicable)

SPECIAL INSTRUCTIONS / REQUIREMENTS

PRICE **EXCLUDING VAT**

AUTHORISED SIGNATURE

**THE TERMS AND CONDITIONS OF THIS CONTRACT ARE ON THE REVERSE OF THIS ORDER
AND ARE REPRODUCED ON THE COUNCIL WEB SITE
<https://wyevalleycc.co.uk/terms>**