

13 APPENDIX D – Example Framework Order Form

**LEGAL SERVICES FRAMEWORK
PURCHASE ORDER FORM**

PLEASE PROCESS THIS ORDER WITH LOCATION NUMBER

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CONTRACT No CPC/DU/LS/03

Tel: 0843 507 6028 Fax: 0843 507 6029

 wishes to order the below mentioned services.

This Purchase Order is for the services detailed below in accordance with the Terms & Conditions of the above contract as agreed between **xxxxxxxxxxxxx (the suppliers)** and **xxxxxxxxxxxxx(the framework user)**

Item Code	Description	Hourly rate/agreed Sum
_____	_____	£ _____
_____	_____	£ _____
_____	_____	£ _____
_____	_____	£ _____
_____	_____	£ _____
_____	_____	£ _____

(Members should append additional sheets detailing services being procured where relevant to do so)

*Total Purchase Price £ _____ excl VAT

Name of Establishment (The Customer) _____ Site/Invoice Address _____ _____ Post Code _____ Contact Name (PRINT) (Mr/Mrs/Miss/Ms/Dr/Rev) _____ Tel No: _____ Fax No: _____ Email: _____
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Signature (Customer) _____ Date: _____ Name (Print) _____ Position _____
