



# Witherley Services

Witherley House · Hazell Way · Bermuda Road · Nuneaton · Warwickshire · CV10 7QG  
Telephone: Sales (024) 7635 1188 · Admin. (024) 7635 2862 · Fax No: (024) 7635 2809  
[www.witherleyservices.com](http://www.witherleyservices.com)

## Quarried and Recycled Aggregates Topsoil · Muck Away · Roadsweepers · Skips

Details as required to enable a credit account to be opened for ourselves. Could you please supply your bank details on headed paper including a signature, so that we can pay you by BACS. Please also include an email address to which we can send your remittance advice.

If you have a documented quality management system following the principles of ISO 9001 could you please provide a copy. If you do not have one could you please indicate on your letterhead, ' We do not have a documented quality management system.'

We pay by BACS 15<sup>th</sup> of every month, 45 day terms and our cut off date is the last day of the calendar month. Invoices for deliveries from 1<sup>st</sup> to 21<sup>st</sup> received after this date will be treated as the following month. For deliveries from 22<sup>nd</sup> to 31<sup>st</sup> the cut off date is five working days into the following month.

Could you please include on your invoices the delivery/collection date, ticket number, quantity, description of goods, rate charged and for supplied and delivered items the customer name and site address.

<b>Invoice Address</b>	Witherley House Hazell Way Bermuda Road Nuneaton CV10 7QG	<b>Registered office</b>	Bardon Hall Copt Oak Road Markfield Leics LE67 9PJ
<b>VAT Number</b>	533 2605 71	<b>Date Established</b>	12/02/1930
<b>Bank</b>	National Westminster PLC P O Box 43 1 Market Place Nuneaton CV11 4YY	<b>Account Number</b>	56597037
		<b>Sort Code</b>	54-21-13
<b>References</b>	Armstrong Aggregates Ltd Horwich Recycling Centre Chorley New Road Horwich BL6 5NJ T: 01204 668021 F: 01204 667733		Oakfield Plant & Transport Ltd Colliers House Dunsil Rd, Moorgreen Ind Est Moorgreen, Notts NG16 3QU T: 01773 534000 F: 01773 534222

Yours faithfully  
Witherley Services

*K. Barnes*

Karen Barnes  
Administration Manager