

Company Name	
Address	
Post Code	

Company Registration Number	
Date of Incorporation [if Limited Company]	

Company VAT Number	
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Company Telephone Number	
Company Fax Number	

Company Contacts

Billing – Contact for Invoice Information and for Issue of Monthly Invoices

Contact Name	
Contact Telephone Number	
Contact Mobile Number	
Contact e-mail address	

Technical – Contact for any technical queries we may need to discuss with you or to let you know about any planned maintenance
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Contact Name	
Contact Telephone Number	
Contact Mobile Number	
Contact e-mail address	



Please also provide us with confirmation of the Corporate Representatives who are to act as authorised signatories for the placement of Orders and Service Instructions

Name [please print]	Signature	e-mail address

The above signatures will be checked before any Purchase Orders are processed

Direct Debit Mandate

We agree / do not agree that all Invoices issued for services / equipment that are not included on the monthly Data Centre / Telecoms Invoice can be collected by way of Direct Debit.

Signed:	
Name:	
Position:	

IMPORTANT NOTES

DATATECH UK LTD MAY MONITOR EMAIL TRAFFIC DATA AND ALSO THE CONTENT OF EMAIL FOR PURPOSES OF SECURITY AND STAFF TRAINING

ALL CALLS MADE FROM OR MADE TO DATATECH UK LTD MAY BE RECORDED FOR TRAINING AND QUALITY ASSURANCE PURPOSES