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## Minimum Order & Carriage Charges

Dear Customer,

ATI Garryson always strives to offer you, as one of our valued customers, a consistently high standard of quality and service at competitive prices.

However, the recent rises in costs within the oil industry have significantly increased our shipping and transportation costs.

These costs have now reached levels where we have no alternative but to review our terms and conditions on minimum order levels and carriage charges.

**This means that as from 1<sup>st</sup> July 2008, we plan to make the following charges.**

- The minimum order service charge of £5.00 on all orders below £75.00 inclusive of VAT **REMAINS THE SAME**. The delivery charge is now £3.50. (total £8.50).
- A re-direction charge of £6.00 will be made where items are sent to your customers direct.

The ATI Garryson Sales Team are fully committed to ensuring that our high levels of service are continued. Should you require any help in identifying areas where small multiple orders can be consolidated, please do not hesitate to contact us.

We would like to take this opportunity to thank you for your past custom and support and look forward to continuing to supply your future requirements.

Yours sincerely,

A handwritten signature in black ink, appearing to be "A. P. P.". The signature is written in a cursive style.

General Sales Manager

ATI Garryson Ltd  
A Subsidiary of Stellram Ltd, Spring Road, Ibstock, Leicestershire, LE67 6LR, UK  
Registered in England No. 5386877



BS EN ISO 9001:2000 Certificate No. 1095